



U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration for Children and Families
Administration on Children, Youth and Families
Children's Bureau

Child and Family Services Reviews Onsite Review Instrument and Instructions

February 2002

**U.S. Department of Health and Human Services
Administration for Children and Families
Administration on Children, Youth and Families
Children's Bureau**

Child and Family Services Reviews **Checklist for Completing the** **Quality Assurance Review of** **Completed Onsite Review Instruments**

Name of child/family:

Reviewers:

Local Site Leaders:

Reviewers	Local Site Leaders	Quality Assurance Activity
<input type="checkbox"/>	<input type="checkbox"/>	Have all the sections of the Face Sheet been completed (for example, has the case been correctly identified as a foster care or inhome case and have the names of the children been filled in, with an asterisk by the name of the child whose foster care case is under review)?
<input type="checkbox"/>	<input type="checkbox"/>	Have all the core questions under each item been answered (including questions requiring answers for both the period under review and the life of the case)?
<input type="checkbox"/>	<input type="checkbox"/>	In the safety section, were answers and information for all the children in the family provided (not just the child whose case is under review)?
<input type="checkbox"/>	<input type="checkbox"/>	Has each item been rated as one of the following: “strength,” “area needing improvement,” or “not applicable”?
<input type="checkbox"/>	<input type="checkbox"/>	Has appropriate justification been provided for any items rated “not applicable”?
<input type="checkbox"/>	<input type="checkbox"/>	Do the notes reflect information obtained from all the sources available, including the case record and case-related interviews?
<input type="checkbox"/>	<input type="checkbox"/>	Do the notes under each item support the rating assigned to that item?
<input type="checkbox"/>	<input type="checkbox"/>	Were the correct criteria used to rate each of the seven outcomes?
<input type="checkbox"/>	<input type="checkbox"/>	Do the notes under each outcome discussion support the rating of the outcome?
<input type="checkbox"/>	<input type="checkbox"/>	Are the notes on the Onsite Review Instrument legible?
<input type="checkbox"/>	<input type="checkbox"/>	Has the Case Rating Summary at the end of the instrument been completed?

Children's Bureau
Child and Family Services Reviews
Onsite Review Instrument Instructions

The Onsite Review Instrument is used to review both foster care and inhome services cases during the onsite review component of the child and family services reviews of State child welfare agencies.

The process for gathering information to complete the Onsite Review Instrument includes conducting case record reviews and case-related interviews with children, parents, foster parents, caseworkers, and other professionals involved with the child.

The instrument is organized into a Face Sheet and Three Sections. On the Face Sheet, reviewers note general information about a case, such as the type of case.

The three other sections focus on the outcome domains that form the basis of the child and family services reviews: safety, permanency, and child and family well-being. For each outcome, the reviewers collect information on a number of "items" related to that outcome.

Reviewers use the same instrument to review both foster care and inhome cases. The permanency section, however, is completed only if the case under review is a foster care case.

For children in foster care, reviewers should consider items 21–23 only as they apply to the specific child whose case is under review. For children receiving inhome services, reviewers should apply those items to all the children in the family who are residing with, and included in services to, the family.

Face Sheet

In Section B of the Face Sheet, “Case name,” reviewers should note the case name used by the State agency, for example, the mother’s name.

In Section I of the Face Sheet, “Type of case reviewed,” reviewers should note the type of case being reviewed. Reviewers should check “Foster care” if the child was in care during any portion of the period under review, including placement with relatives in unlicensed homes. If the case was opened for inhome services for at least 60 days during the period under review, reviewers should check “Child protective services” (even if the child was in foster care before the period under review).

The "Period under review" begins with the sampling period used to select the cases for the onsite review, and continues through the date of the actual review. The team leader will clarify for each review team the specific period covered in the “Period under review.”

In Section K of the Face Sheet, "Date of removal from home for the most recent foster care episode," reviewers should use the date of the current foster care placement episode. They should not use the date of the original placement. For example, if a child was placed in care in March 1997, returned home in March 1999, and then returned to care in October 1999, the current placement date is October 1999. If the child had never returned home, the current placement date would be March 1997.

In Section M of the Face Sheet, "Date case closed," reviewers should note the date the case was actually closed, not the date a child returned home.

Rating the Case

Reviewers must answer the Core Questions for each item.

Reviewers should use the Exploratory Issues listed under each item to determine the responses to the Core Questions and then mark responses in the non-shaded boxes next to each. The Exploratory Issues can be used by reviewers in examining the case record and in conducting case-related interviews.

In addition to answering the Core Questions, reviewers should note relevant and supporting information in the large white box that appears below the Instructions for each item. It is critical that reviewers document in this space the information gathered from the case record and interviews that supports the responses to the Core Questions. All documentation should be written legibly and clearly and provide specific information related to the Core Questions. While the instrument provides directions on where to find information, reviewers should use their professional judgment to determine how best to gather all the relevant information.

Using the information gathered through the case record review and interviews, reviewers then rate each item as either a strength, an area needing improvement, or not applicable. Reviewers will need to consider all the information gathered for each case to make these determinations and weigh the following factors: (1) the result or outcome of services or interventions for the child(ren) or family; (2) the extent to which the child(ren)'s or family's critical needs were met; (3) the appropriateness of the agency's actions relative to the child(ren)'s or family's needs and to applicable agency policies; reviewers should give primary consideration to the needs of the child(ren) or family in the event that existing agency policies do not appear responsive to those needs; (4) the relative contribution of each issue addressed to the overall item being rated; and (5) recent practice, primarily considering the period under review unless otherwise directed in the instructions. In addition, reviewers should be certain to only address those issues related to the item being rated.

In a number of items, the expression "is/was" is used to frame a question. This is done to account for cases that are closed for services at the time of the review, but were open during the period under review. If the case is open for services at the time of the review, the term "is" refers to the current situation, unless the instructions indicate otherwise. If the case is

closed at the time of the review, the term “was” refers to the last or most recent situation occurring before case closure, unless the instructions indicate otherwise.

Once reviewers have filled in an entire section of the Onsite Review Instrument, they then complete the Discussion of Outcome portion of the instrument for that section. Reviewers must determine whether or not each outcome has been substantially achieved, partially achieved, or not achieved. The criteria for determining the level of achievement appears in the Level of Outcome Achievement section within each Discussion of Outcome portion. Reviewers check the level of outcome achievement and document the rationale for this rating in the space provided.

At the end of the Onsite Review Instrument is a Case Rating Summary sheet. Reviewers use this sheet to summarize the ratings for each outcome and performance indicator. They should use this sheet to prepare to present information on cases during daily onsite debriefings with their team.

Reviewers must turn in to their Local Site Leader or Team Leader a completed Onsite Review Instrument for each case record reviewed.

Further direction for answering the Core Questions and rating each item is provided on the attached Onsite Review Instrument.

Reviewers should begin by completing the Face Sheet, which collects general information about a case.

February 2002

OMB Control No: 0970-0214

Expiration date: 04/30/2003

CHILD AND FAMILY SERVICES REVIEWS ONSITE REVIEW INSTRUMENT

Face Sheet

A. Name of State and county	B. Case name	C. Period under review															
D. Reviewers Federal: State:		E. Date case reviewed															
F. Child(ren)'s name(s) (For foster care cases, place an asterisk next to the child whose case is under review) First Name Last Name	G. Child(ren)'s race and ethnicity	H. Child(ren)'s date(s) of birth (MM/DD/YY)															
I. Type of case reviewed <input type="checkbox"/> Foster Care (Child was in foster care for all or some portion of the period under review) <input type="checkbox"/> Child Protective Services (No child in the family was in foster care for any portion of the period under review)																	
J. Date of most recent case opening (MM/DD/YY)	K. Date of most recent removal from home (foster care cases only) (MM/DD/YY)																
L. Date child returned home from most recent foster care episode (foster care cases only) (MM/DD/YY)	M. Date case closed (if applicable) (MM/DD/YY)																
N. Indicate the cause of the agency's involvement with this child or family. Check all that apply and place an asterisk next to the primary reason. <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Physical abuse</td> <td><input type="checkbox"/> Abandonment</td> <td><input type="checkbox"/> Substance abuse by child</td> </tr> <tr> <td><input type="checkbox"/> Sexual abuse</td> <td><input type="checkbox"/> Mental/physical health of parent</td> <td><input type="checkbox"/> Domestic violence in child's home</td> </tr> <tr> <td><input type="checkbox"/> Emotional maltreatment</td> <td><input type="checkbox"/> Mental/physical health of child</td> <td><input type="checkbox"/> Child in juvenile justice system</td> </tr> <tr> <td><input type="checkbox"/> Neglect (not including medical neglect)</td> <td><input type="checkbox"/> Substance abuse by parent(s)</td> <td><input type="checkbox"/> Other (specify)</td> </tr> <tr> <td><input type="checkbox"/> Medical neglect</td> <td><input type="checkbox"/> Child's behavior</td> <td></td> </tr> </table>			<input type="checkbox"/> Physical abuse	<input type="checkbox"/> Abandonment	<input type="checkbox"/> Substance abuse by child	<input type="checkbox"/> Sexual abuse	<input type="checkbox"/> Mental/physical health of parent	<input type="checkbox"/> Domestic violence in child's home	<input type="checkbox"/> Emotional maltreatment	<input type="checkbox"/> Mental/physical health of child	<input type="checkbox"/> Child in juvenile justice system	<input type="checkbox"/> Neglect (not including medical neglect)	<input type="checkbox"/> Substance abuse by parent(s)	<input type="checkbox"/> Other (specify)	<input type="checkbox"/> Medical neglect	<input type="checkbox"/> Child's behavior	
<input type="checkbox"/> Physical abuse	<input type="checkbox"/> Abandonment	<input type="checkbox"/> Substance abuse by child															
<input type="checkbox"/> Sexual abuse	<input type="checkbox"/> Mental/physical health of parent	<input type="checkbox"/> Domestic violence in child's home															
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<input type="checkbox"/> Neglect (not including medical neglect)	<input type="checkbox"/> Substance abuse by parent(s)	<input type="checkbox"/> Other (specify)															
<input type="checkbox"/> Medical neglect	<input type="checkbox"/> Child's behavior																
O. Persons interviewed (list below)																	
Name	Relationship to Case	Date of Interview	Type of Interview														
			<input type="checkbox"/> In-Person <input type="checkbox"/> Phone														
			<input type="checkbox"/> In-Person <input type="checkbox"/> Phone														
			<input type="checkbox"/> In-Person <input type="checkbox"/> Phone														
			<input type="checkbox"/> In-Person <input type="checkbox"/> Phone														
			<input type="checkbox"/> In-Person <input type="checkbox"/> Phone														

THE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13)

Public reporting burden for this collection of information is estimated to average 8 hours per response, including the time for reviewing instructions, reading case files and conducting interviews, and reviewing the collection of information.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

SECTION I: SAFETY

Outcome S1: Children are, first and foremost, protected from abuse and neglect.

Item 1. Timeliness of Initiating Investigations of Reports of Child Maltreatment (Case Record, Interview With Caseworker)

Core Questions	Over the Life of the Case?	During the Period Under Review?
A. How many reports of suspected abuse or neglect have been received on children in the family (including reports accepted or screened out by the State)? Reviewers should record the total number of reports of child maltreatment for all children in the family, not just the child in foster care who is documented through the case record under review.		
B. In how many of the reports assigned for a response were the investigations initiated in accordance with the State's timeframes and requirements for a report of that priority?		
C. In how many of the reports was face-to-face contact with the child made by the investigating worker within the timeframes designated by State guidelines?		

Exploratory Issues

- How many reports were received (including reports accepted or screened out by the State)?
- What was the priority level assigned to each report?
- What are the agency requirements for initiating an investigation by priority level (for example, timeframes)?
- What are the agency requirements for having face-to-face contact with the child(ren) who are the subject(s) of reports received?
- When did the investigating worker initiate the investigation?

Rating for this indicator: (Check one)		Strength		Area Needing Improvement		Not Applicable
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List below the reports of suspected abuse or neglect for the period under review.

Report Date	Allegation	Priority Level Assigned by the State (if applicable)	Date Assigned	Date Investigation Was Initiated	Date of Face-to-Face Contact (if applicable)	Name/ Relationship of the Alleged Perpetrator	Disposition

(Continued)

Instructions for Item 1: Timeliness of Initiating Investigations of Reports of Child Maltreatment

This item focuses on the timeliness of investigations of all reports of child maltreatment, including those assigned to receive an alternative response.

Reviewers should determine whether investigations noted in each of the reports were initiated within the timeframe specified in the State's policy for a report of that particular type or priority.

Reviewers also should examine whether the caseworker actually saw the child(ren) who were the subject of the report as a part of the investigative activities.

Reviewers should rate the case based on the period under review, not the case history. For example, a case might have a long Child Protective Services (CPS) history but no reports during the period under review. Under that circumstance, reviewers should note the case history information as background in the space below provided for documentation (noted as "life of the case"), but rate the case in relation only to the period under review. Therefore, if there were no reports during the period under review, reviewers should rate the item as not applicable.

Reviewers should note the following definitions when completing this item:

- "Life of the case" refers to the entire time the case was known to the agency.
- "Face-to-face contact" refers to in-person contact with all of the children in the family who are the subject of the report. If different dates are recorded for different children, reviewers should explain the reason why in the documentation section.
- "Date assigned" refers to the date the report is assigned for investigation or to receive an alternative response.
- "Alternative response" refers to an agency's approach to addressing child maltreatment reports that meet agency criteria for acceptance but at the initial screening do not meet the agency's requirements for a mandated investigation. For example, the agency's policy may be that certain reports that appear to present low to moderate risk to the child may be referred for a family assessment, rather than an investigation. Under such a response, no determination of child maltreatment is made. The alternative response may include an assessment to determine the safety of the child(ren), the risk of maltreatment, and the family's strengths and needs. The assessment may lead the State agency to provide services to eliminate or lessen the safety concerns and maltreatment risks. Reviewers should note that reports that are "screened out" should not be considered as an alternative response.

Provide documentation that supports the rating for item 1

Outcome S1: Children are, first and foremost, protected from abuse and neglect.

Item 2. Repeat Maltreatment (Case Record, Interview With Caseworker)

Core Questions	Yes	No	Not Applicable
A. During the period under review, was there (1) at least one substantiated or indicated report of maltreatment on any child in the family <i>or</i> (2) at least one report of maltreatment on any child in the family handled by an alternative response that resulted in the State later determining that the child(ren) either had been maltreated or were at risk of being maltreated?			
<p>B. If the response to question A is yes, (1) within a 6-month period before or after the report identified in question A, was there at least one additional substantiated or indicated report of maltreatment on any child in the family <i>or</i> (2) within a 6-month period before or after the report identified in question A, was there at least one report of maltreatment on any child in the family handled by an alternative response that resulted in the State later determining that the child(ren) either had been maltreated or were at risk of being maltreated?</p> <p>Reviewers should answer yes to question B if there was any combination of reports handled by a traditional child protective services investigation or by an alternative response if the result of the investigation or alternative response led to a conclusion that the child(ren) who was the subject of the reports had been maltreated or were at risk of being maltreated.</p>			
<p>C. If the response to question B is yes, did the reports identified in Questions A and B involve:</p> <ul style="list-style-type: none"> • The same perpetrator or • The same general circumstances 			

Exploratory Issues

- What was the nature of each report?
- What is/was the relationship of the perpetrator to the child?
- When were the reports received?
- What type of response was provided to each report (for example, investigation or alternative response)?

Rating for this indicator: (Check one)	Strength	Area Needing Improvement	Not Applicable
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Instructions for Item 2: Repeat Maltreatment

This item focuses on repeat maltreatment.

Reviewers should determine whether children in the family have had multiple substantiated or indicated reports of maltreatment arising from the same general conditions or by the same perpetrator.

Reviewers must distinguish between reports that occurred during the life of the case and the period under review. If there were no reports during the period under review and the case was open due to child maltreatment, reviewers should rate the indicator as a strength. If the case is/was open for reasons other than abuse/neglect, for example, a juvenile justice or voluntary services case, reviewers should rate the indicator as not applicable.

(Instructions continue on the next page)

Reviewers should respond to the core questions with regard to repeat maltreatment as defined below.

- Repeat maltreatment refers to:
 1. Two or more substantiated or indicated reports of maltreatment within a 6-month period, with at least one of the reports occurring during the period under review;
 2. Two or more reports of maltreatment within a 6-month period, with at least one of the reports occurring during the period under review, where the reports were assigned to an alternative response, resulting in a decision that the child had either been maltreated or was at risk of maltreatment; *or*
 3. A combination of reports described in 1 and 2 above within a 6-month period, with at least one of the reports occurring during the period under review.
- “Alternative response” refers to an agency’s approach to addressing child maltreatment reports that meet agency criteria for acceptance but at the initial screening do not meet the agency’s requirements for a mandated investigation. For example, the agency’s policy may be that certain reports that appear to present low to moderate risk to the child may be referred for a family assessment, rather than an investigation. Under such a response, no determination of child maltreatment is made. The alternative response may include an assessment to determine the safety of the child(ren), the risk of maltreatment, and the family’s strengths and needs. The assessment may lead the State agency to provide services to eliminate or lessen the safety concerns and maltreatment risks. Reviewers should note that reports that are “screened out” should not be considered as an alternative response.

Reviewers also should note the following definitions (which are the same as those used for the National Child Abuse and Neglect Data System [NCANDS]), when completing this item:

- “Substantiated” refers to an investigation in which the allegation of maltreatment or risk of maltreatment was supported or founded according to State law or State policy.
- “Indicated” means the allegation of maltreatment was indicated, or there was reason to suspect maltreatment, but it was unfounded under State law or State policy.

Provide documentation that supports the rating for item 2

(Reviewers may use the additional documentation space on the next page)

DISCUSSION OF SAFETY OUTCOME #1

Outcome S1: Children are, first and foremost, protected from abuse and neglect.

Check the level of outcome achievement that best describes the extent to which this outcome is being or has been achieved, based on the case record reviews and interviews. In the box, provide documentation that supports the level of outcome achievement selected for each item.

Level of Outcome Achievement

- ☐ Substantially Achieved: Both applicable items are rated as strengths (disregard items rated as not applicable).
- ☐ Partially Achieved: One of the applicable items is rated as an area needing improvement, and one is rated a strength.
- ☐ Not Achieved: All applicable items are rated as areas needing improvement (disregard items rated as not applicable).
- ☐ Not Applicable: Both of the items are rated as not applicable.

Instructions for Safety Outcome #1: Children are, first and foremost, protected from abuse and neglect.

Reviewers should clearly record the link between their ratings and item 1 (timeliness of initiating investigations of reports of child maltreatment) and item 2 (repeat maltreatment).

For example, "Safety Outcome #1 was substantially achieved because all reports were investigated in the required timeframe and the child was seen following the report in accordance with the State guidelines. During the 6-month period following the initial report, there were not multiple substantiated or indicated reports of maltreatment that were due to the same circumstances."

Provide a summary of the documentation that supports the rating for items 1 and 2

Outcome S2: Children are safely maintained in their homes whenever possible and appropriate.

Item 3. Services to Family To Protect Child(ren) in Home and Prevent Removal (Case Record, Interview With Caseworker, Parent(s), Service Provider)

Core Questions	Yes	No	Not Applicable
A. For the period under review, when there were the following: (1) Substantiated or indicated reports of abuse or neglect <i>or</i> (2) Risks of harm to the child(ren) in the family (including the identification of risk through an alternative response to reports of maltreatment) Did the agency provide or arrange for services to the family to protect the child(ren) in his/her own home before removal, if applicable (including family preservation, family support, or other placement prevention services)? Reviewers should check not applicable in the following situations: (a) the case is/was not a case of abuse or neglect; (b) there is/was no risk of harm to the child(ren); or (c) the child(ren) entered foster care before the period under review and there are no other children in the home. Reviewers should note the reason in question B below (for example, this is not a case of abuse/neglect; however, the case is/was opened as a child in need of supervision case). Reviewers should check no if services were not provided, even if there was an appropriate reason and then note the reason why under question B. Reviewers must use their professional judgment to explore and document the appropriateness of services in relation to the child(ren)'s needs. It is not sufficient to simply list the services being provided.			

B. If the answer to question A is no, state the reason.

Exploratory Issues

- What is/was the degree of risk of harm present to the child(ren) in the home?
- What types of services were provided or arranged to protect the child(ren)?
- Were inhome services appropriate for the family?
- Why were services not provided?
- Why was the case open if it is not a case of substantiated or indicated abuse or neglect or apparent risk of harm to children?

Rating for this indicator: (Check one)		Strength		Area Needing Improvement		Not Applicable
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Instructions for Item 3: Services to Family To Protect Child(ren) in Home and Prevent Removal

This item focuses on the services to the family to protect the child(ren) in the home and prevent removal.

(Instructions continue on the next page)

Information related to this item is used to help identify whether reasonable efforts were made to prevent removal of the child(ren) from the home.

Reviewers must determine whether the agency provided services to protect the child(ren) in the home as an alternative to a foster care placement, when appropriate. If some of the children from one family are/were in foster care and others are/were being served in the home, reviewers should provide an explanation of the services provided under both conditions.

If a case is/was open for services for a reason other than a substantiated or indicated report of abuse or neglect or apparent risk of harm to the child, for example, a juvenile justice case, reviewers should note this information and rate the item as not applicable. If there were no substantiated or indicated reports of abuse/neglect, or apparent risk of harm during the period under review, reviewers should rate the indicator as not applicable.

If a case is/was open for voluntary services during the period under review and there are/were no reports of abuse/neglect but there is/was an apparent risk of harm, the item should be rated on the services provided to reduce the risk of harm.

Reviewers should rate item 3 as not applicable when it is/was not a case in which the child was maltreated or at risk of harm. Reviewers should, however, be careful to explore the risk of harm to a child even when the case is/was noted as "child in need of supervision" or "delinquency."

Provide documentation that supports the rating for item 3

Outcome S2: Children are safely maintained in their homes whenever possible and appropriate.

Item 4. Risk of Harm to Child(ren) - (Case Record, Interview With Caseworker, Parent(s), Service Provider)

Core Questions	Yes	No	Not Applicable
A. For the period under review, was there a risk of harm to the child(ren) in the family that necessitated: (1) the provision of services to the family <i>or</i> (2) placement of the child(ren) in foster care? Reviewers should check not applicable if the child(ren) and family are being served due to reasons other than risk of harm. Reviewers should focus on the existing risk of harm in the family of origin that brought the child into care and requires the child to remain outside the home. Reviewers should not, for example, state that there is/was no risk of harm simply because the child is/was in foster care.			
B. If the response to question A is yes, were efforts made by the agency to reduce or remove the risk of harm through specific interventions? Reviewers should check not applicable if there is/was no risk of harm to the child(ren). Reviewers should select their answer on the basis of whether the State demonstrated efforts to remove the risk of harm to the child through specific interventions. For example, if a State provided services for a period of time, stopped due to lack of progress, and then petitioned for termination of parental rights, reviewers would select yes as the response to this question.			
C. Are there indications that case decisions and planning around placement of the child(ren) from the home or reunification were based on concerns about the child(ren)'s health and safety? Reviewers should check not applicable if there is/was no risk of harm to the child.			

Exploratory Issues

- What is/was the nature of the risk of harm?
- What is/was needed to reduce or remove the risk of harm?
- How is/was the risk being addressed through services or other interventions?
- What decisions have been made or plans are under way regarding removal or reunification?
- Are/were there any reports of maltreatment requiring a response by the agency during the period under review?

Rating for this indicator: (Check one)		Strength		Area Needing Improvement		Not Applicable
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Instructions for Item 4. Risk of Harm to Child(ren)

This item helps to identify whether the child(ren)'s safety is/was the primary concern in the case and examines how the State is managing the risk of harm that necessitates continued out-of-home placement or services to an intact family.

(Instructions continue on the next page)

Reviewers should determine whether, during the period under review, there was risk of harm to the child(ren) in the family's home that warranted the child's placement in foster care, or continued placement in foster care if placement occurred before the period under review (foster care cases), including an ongoing risk that precludes reunification. For children receiving inhome services, reviewers should determine whether the risk of harm to the child(ren) in the home is/was sufficient to necessitate the provision of services by the agency to protect the child(ren).

When risk of harm to the child is/was present, in either instance, reviewers must determine whether the agency provided or arranged for services that targeted the identified risks with the goal of reducing them.

If a case is/was open for services for a reason other than a substantiated or indicated report of abuse or neglect, or apparent risk of harm to the child (for example, a juvenile justice case), reviewers should note this information and rate the item as not applicable.

Reviewers should rate this item as a strength if the agency terminated the child's parent's rights as a means of decreasing risk of harm for the child (for example, a termination of parental rights would prevent a child from being returned to a home in which the child would be at risk) and has taken action to minimize other risks to the child such as preventing contact with individuals who pose a risk to the child's safety (for example, a foster parent).

Provide documentation that supports the rating for item 4

DISCUSSION OF SAFETY OUTCOME #2

Outcome S2: Children are safely maintained in their homes whenever possible and appropriate.

Check the level of outcome achievement that best describes the extent to which this outcome is being or has been achieved, based on the case record reviews and interviews. In the box, provide documentation that supports the level of outcome achievement selected for each item.

Level of Outcome Achievement

- ☐ Substantially Achieved: Both applicable items are rated as strengths (disregard items rated as not applicable).
- ☐ Partially Achieved: One of the applicable items is rated as an area needing improvement and one is rated a strength.
- ☐ Not Achieved: All applicable items are rated as areas needing improvement (disregard items rated as not applicable).
- ☐ Not Applicable: Both of the items are rated as not applicable.

Instructions for Safety Outcome #2:

Reviewers should clearly record the link between their ratings and item 3 (services to the family to protect child[ren] in the home and prevent removal whenever possible and appropriate) and item 4 (risk of harm to child[ren]).

For example, "Safety Outcome #2 was substantially achieved because the agency provided family preservation services, family counseling, and other services to reduce the risk of harm. Services were appropriately matched to the family's needs."

Provide a summary of the documentation that supports the rating for items 3 and 4

SECTION II: PERMANENCY

Outcome P1: Children have permanency and stability in their living situations.

Item 5. Foster Care Re-entries (Case Record, Interviews With Caseworker, Parent(s))

Core Questions	Yes	No	Not Applicable
A. Did the child enter foster care at least once during the period under review?			
B. If the response to question A is yes, did any foster care entry for the child during the period under review occur within 12 months of the child being discharged from a prior entry? Reviewers should check not applicable if the child has entered foster care only one time during the life of the case or entered foster care before the period under review.			
C. Were any of the multiple entries identified in responding to question B due to the same reason? Reviewers should check not applicable if there were no foster care entries during the period under review. Reviewers should examine the reasons why a child had multiple entries. If the child re-entered care for the same reason each time (for example, abuse), then reviewers should check yes. If the child entered care for abuse and then re-entered care for delinquency, reviewers should check no.			

Exploratory Issues

- Why did the child enter foster care each time?
- What are/were the timeframes for the child's entries into foster care?

Rating for this indicator: (Check one)		Strength		Area Needing Improvement		Not Applicable
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Instructions for Item 5: Foster Care Re-entries

This item focuses on the child's reentries into foster care.

Reviewers are asked to determine: (1) whether a child had multiple entries into foster care, (2) whether those re-entries had resulted from the same general reason or circumstance, (3) how many entries the child had in foster care during the period under review, and (4) whether any entries during the period under review occurred within a 12-month period of the child being discharged from another foster care entry.

Reviewers must distinguish between multiple entries that occurred during the life of the case and the period under review and are asked to consider how the agency addressed risk of harm factors in an effort to prevent re-entry upon returning a child home.

Reviewers should note the following definitions (which are the same as those used in the Adoption and Foster Care Analysis and Reporting System [AFCARS]) when responding to this item:

- "Entry into foster care" refers to a child's removal from his/her normal place of residence, by court order or a voluntary placement agreement, and placement in a substitute care setting, or the removal of custody from the parent or relative guardian, which permits the child to remain in a substitute care setting.
- "Multiple entries" refers to two or more admissions into the foster care system.

(Instructions continue on the next page)

If during the period under review, a child does not have an entry into care within a 12-month period from being discharged from another entry into foster care, reviewers should rate this item as a strength.

Reviewers also should note the following definition when responding to this item:

- “Discharge” refers to the point when the child is no longer in foster care under the care and responsibility of the State agency. If the State agency retains supervision of a child and the child returns home on a trial basis, for an unspecified period of time, the child should be considered discharged from foster care after a 6-month period of time.

A return to a foster care placement after a brief trial visit home does not count as a readmission unless the State has discharged the child from foster care. If the following variables apply, however, a case would be considered a re-entry into foster care: (1) a child remains on a trial home visit beyond 6 months, (2) there is no court order extending the visit beyond 6 months, and (3) the child comes back into foster care.

Reviewers also may rate this item as a strength if a re-entry was an isolated incident during which the agency did what was reasonable to manage the risk following reunification but the child re-entered care for another reason (for example, the death of a parent).

Reviewers should rate this item as an area needing improvement if re-entries occurring within a 12-month period are/were due to the same general reasons or same perpetrators.

Provide documentation that supports the rating for item 5

Outcome P1: Children have permanency and stability in their living situations.

Item 6. Stability of Foster Care Placement (Case Record, Interviews With Caseworker, Foster Parent(s))

Core Questions	Yes	No	No Changes
A. Did the child change placement settings during either the current or most recent episode of foster care? If there were multiple foster care episodes during the period under review, reviewers should consider placement changes associated with all episodes during the period under review.			
B. If the response to question A is yes, note the number of placement changes that occurred during the period under review.			
	Yes	No	No Changes
C. Did any of the placement changes during the current foster care episode occur for reasons not directly related to helping the child achieve the goals in his/her case plan? Reviewers should examine and record the reasons for placement changes during the period under review and determine whether those reasons were directly related to helping the child.			
D. Is/was the placement setting stable (for example, no apparent threat of disruption)? Reviewers should determine whether the current, or most recent, placement setting appears stable. This includes exploring the provider's commitment to maintaining the placement, how the child is doing in that placement, and the level of support the agency is giving the foster care provider. Reviewers also should identify any significant risks of placement disruptions that are present in the current placement.			

Exploratory Issues

- What is/was the reason for placement changes?
- What are/were the timeframes of these changes?
- Were there efforts to prevent unnecessary moves, if applicable?
- Are/were the placement settings related and appropriate to the child's needs?
- What is/was the agency's support of the current placement?
- What are/were the reasons for instability of placement, if applicable?

Rating for this indicator: (Check one)		Strength		Area Needing Improvement		Not Applicable
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List below information about the child's placement history

[illegible]

Instructions for Item 6: Stability of Foster Care Placement

This item focuses on the stability of the foster care placement.

Reviewers should note any changes in placement settings, for example, moves from a shelter to foster family home or moves between foster family homes.

Reviewers should examine why the change(s) in placement occurred. Some placement changes are planned in accordance with the child's permanency goals, for example, moving from an institution to a family-based setting.

Reviewers should note the following definitions (which are the same as those used in the Adoption and Foster Care Analysis and Reporting System [AFCARS]) when responding to this item:

- "Entry into foster care" refers to a child's removal from his/her normal place of residence, by court order or a voluntary placement agreement, and placement in a substitute care setting, or the removal of custody from the parent or relative guardian, which permits the child to remain in a substitute care setting.
- "Current episode of foster care" refers to a child's current stay in foster care based on the most recent removal of the child from his/her normal place of residence, resulting in his/her placement in a foster care setting, and ending upon the child's discharge from foster care.
- "Placement" refers to the physical setting in which a child in foster care resides. A new placement setting results when the foster care setting changes, for example, when a child moves from one foster family home to another or to a group home or institution.
- "Changes in placement" refers to a change in the place where the child lives during an episode of foster care, excluding trial home visits. For the purposes of the child and family services reviews, if the foster family with whom the child is placed moves, and the child moves with them, this does not constitute a change in placement. Reviewers should not consider a runaway episode as a placement change.
- "Discharge" refers to the point when the child is no longer in foster care under the care and responsibility of the State agency. If the State agency retains supervision of a child and the child returns home on a trial basis, for an unspecified period of time, the child should be considered discharged from foster care after a 6-month period of time.

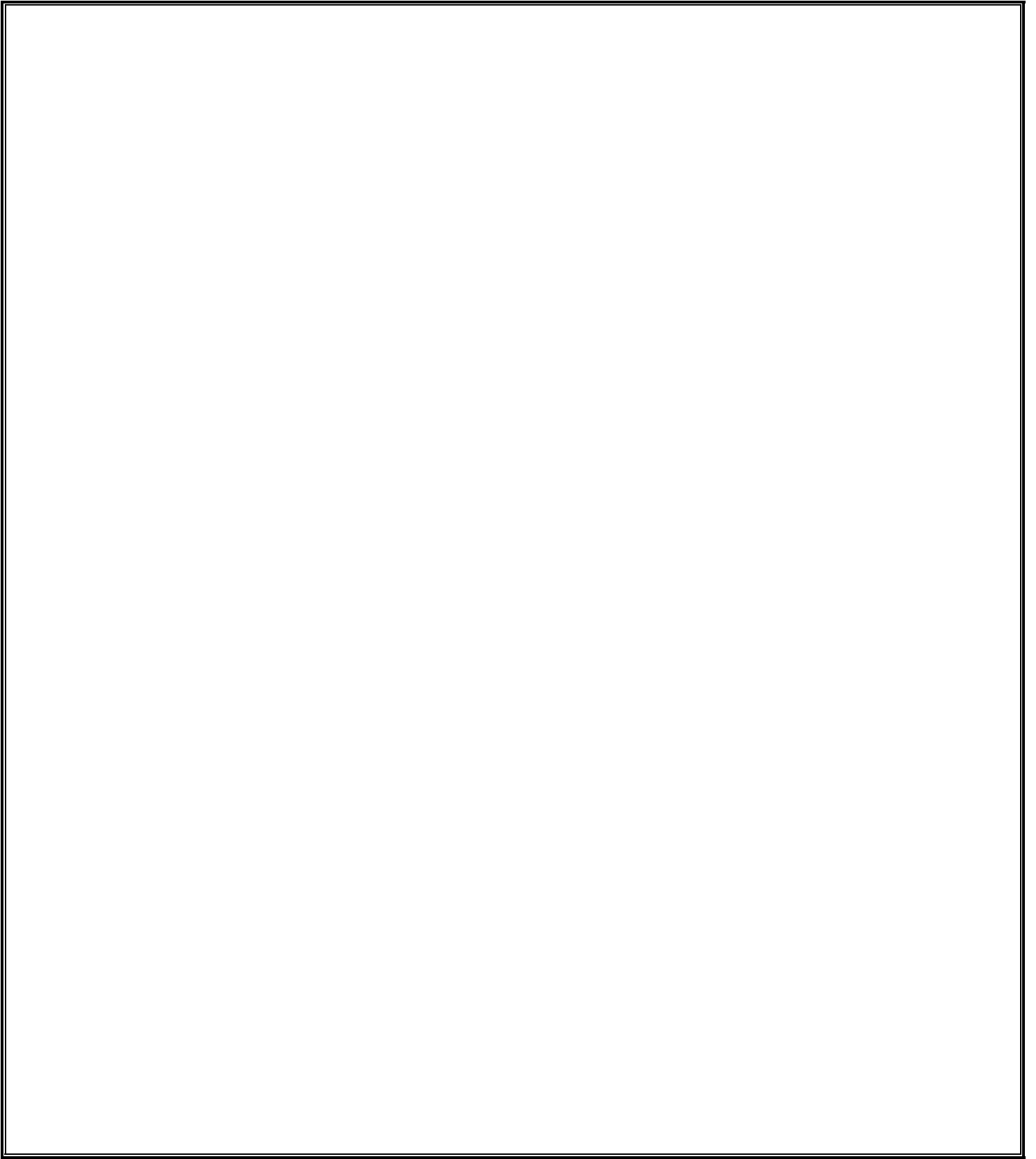
Reviewers also should note the following definition when responding to this item:

- The "Stability of the foster care placement" refers to the extent to which the child's current placement is determined to be free from the risk of an unplanned disruption, or a move not directly related to the achievement of the child's permanency goal, in the foreseeable future.

Reviewers should rate this item based on the period under review. If there were no changes in placement during the period under review, and the current placement is considered stable, then reviewers should rate this item as a strength.

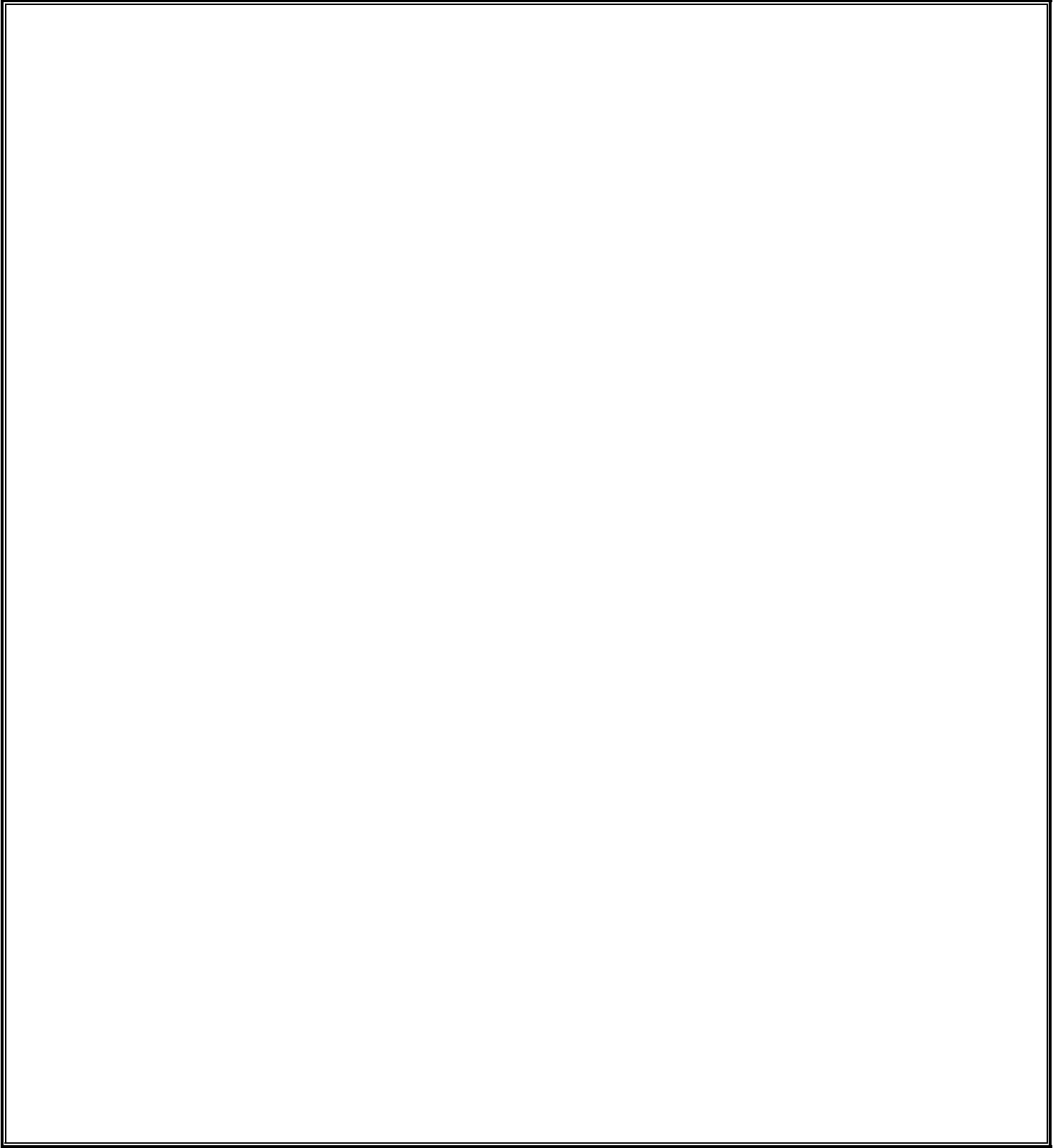
Provide documentation that supports the rating for item 6

(Reviewers may use the additional documentation space on the next page)

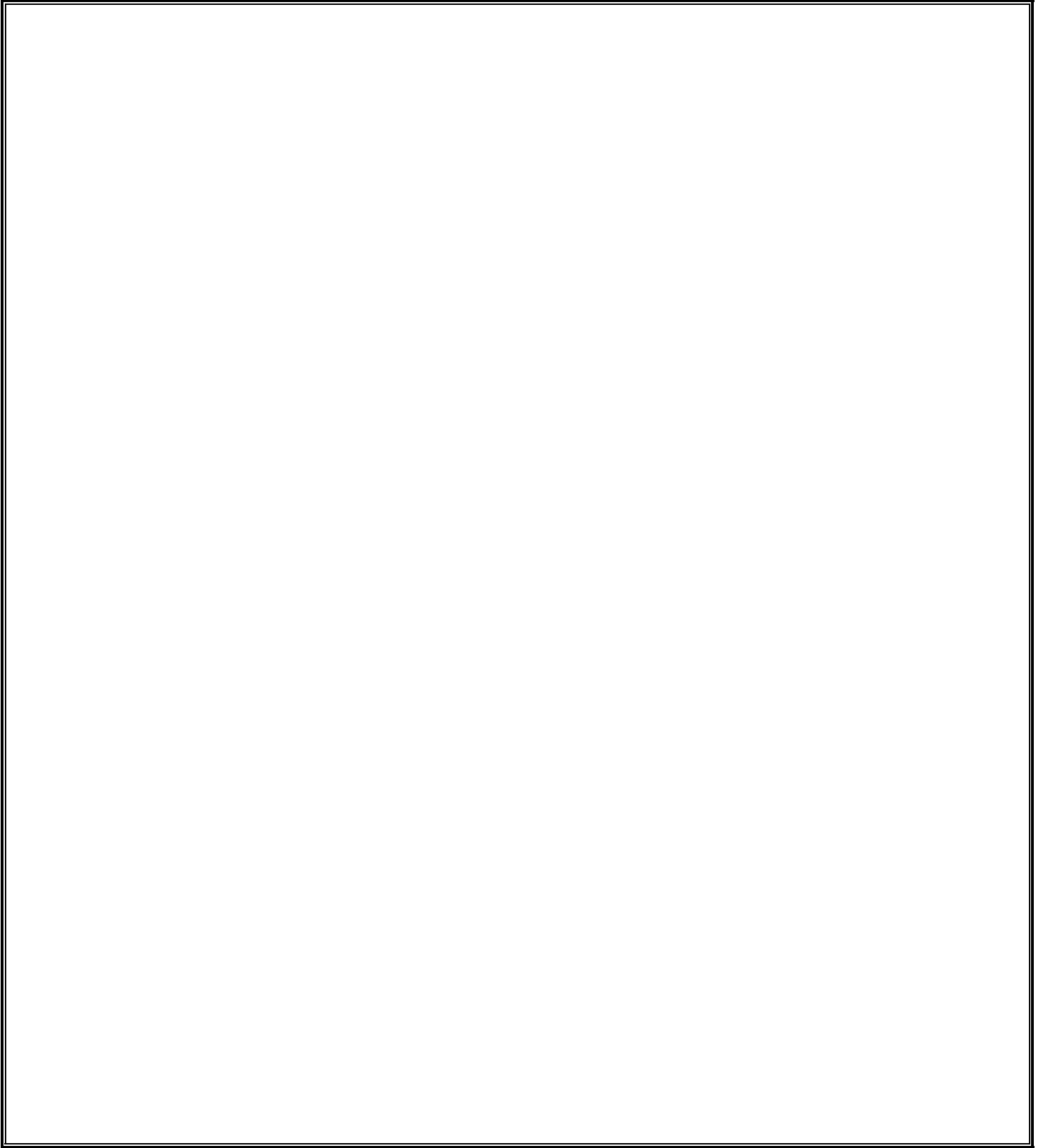


Outcome P1: Children have permanency and stability in their living situations.					
Item 7. Permanency Goal for Child (Case Record, Interview With Caseworker)					
Core Questions					
A. What is the child's current permanency goal (or if the case is closed, what was the most recent permanency goal before the case was closed)?					
B. How long has the current or most recent permanency goal been in place (or if the case is closed, how long was the last goal in place)?					
		Yes	No		
C. Is the permanency goal (or the one that was in effect before the case was closed) appropriately matched to the child's individual needs for permanency and stability?					
D. Indicate below how many prior permanency goals the child has had and for what lengths of time.					
Permanency Goal	Date Goal Established	Length of Time Goal Was in Effect			
		Yes	No	Not Applicable	Exception Noted (Specify)
E. If the child has been in foster care 15 of the most recent 22 months (or was before the case was closed) or meets other Adoption and Safe Families Act (ASFA) criteria for termination of parental rights (TPR), has the agency filed or joined a petition to terminate parental rights? Reviewers should check not applicable if the child has been/was in foster care less than 15 of the most recent 22 months. Reviewers will need to determine whether a child: (1) has been in foster care for 15 of the past 22 months, (2) is an abandoned child, or (3) is a child whose parents have been convicted of one of the felonies designated in section 475 (5)(E) of ASFA. (This would include if the parent had (1) committed murder of another child of the parent; (2) committed voluntary manslaughter of another child of the parent; (3) aided or abetted, attempted, conspired, or solicited to commit such a murder or such a voluntary manslaughter, or (4) committed a felony assault that results in serious bodily injury to the child or another child of the parent.) Reviewers then make a determination about whether a TPR petition or an exception to the TPR requirements is/was required. (Reviewers should read the instructions on the next page before completing this item.)					

<p>Reviewers must be familiar with the ASFA TPR requirements and exceptions. Reviewers should note if the child has been in care for the maximum time or if another ASFA criterion for TPR exists. In other words, either a TPR must be filed or an exception noted in the case record.</p> <p>Exceptions include the following: (1) at the option of the State, the child is being cared for by a relative, (2) the State agency has documented in the case plan a compelling reason for determining that a TPR would not be in the best interests of the child, and (3) the State has not provided to the child the services that the State deemed necessary for the safe return of the child to the child's home if reasonable efforts of the type described in Section 471 (a) (15) (B) (ii) are required to be made with respect to the child.</p>				
<p>Exploratory Issues</p> <ul style="list-style-type: none"> • What is/was the history of the permanency goals? • Are/were there notable changes or lack of changes in the child's permanency goals? • What are/were the reasons for changes in the child's permanency goals? • What factors did the agency consider when making decisions about the child's permanency goals? • Has the child been in foster care for 15 of the most recent 22 months, is the child an abandoned infant, or does the child have parents who have committed a felony requiring TPR under ASFA? • Has (or was, if the case is closed) an exception to the TPR requirement been made and, if so, what was the basis for the exception (for example, the child is being cared for by a relative or the State has not provided services that the State deemed necessary for the safe return of the child to the child's home)? 				
<p>Rating for this indicator: (Check one)</p>		<p>Strength</p>	<p>Area Needing Improvement</p>	<p>Not Applicable</p>
<p>Instructions for Item 7: Permanency Goal for Child</p> <p>This item focuses on the process of establishing the most appropriate permanency goal for the child.</p> <p>Reviewers should rate this item for the goal(s) in place during the period under review.</p> <p>If a previous goal was in place and unachieved for a considerable length of time before the most recent change, this should be noted in the documentation section and taken into consideration when rating the indicator (for example, 3 months before the onsite review, the goal was changed to adoption, however a goal of reunification was in place and unachieved for 5 years)</p> <p>If the State agency is using concurrent planning for the child, the permanency goals recorded for this item should reflect the child's primary permanency goal outlined in the case plan. If there are two permanency goals, and the State's policy dictates that the goals have equal weight, reviewers should record both.</p> <p>For purposes of determining if a child was in foster care 15 of the most recent 22 months, reviewers should consider the date the child entered foster care as the earlier of the following: (1) the date of a judicial finding of abuse or neglect <i>or</i> (2) 60 calendar days after the child's removal from the home. Reviewers should calculate time cumulatively over a 22-month period and should not include trial home visits or runaway episodes.</p>				
<p>Provide documentation that supports the rating for item 7</p> <p style="text-align: right;"><i>(Reviewers may use the additional documentation space on the next page)</i></p>				



Outcome P1: Children have permanency and stability in their living situations.				
Item 8. Reunification, Guardianship, or Permanent Placement With Relatives – Complete only for children with a current or most recent permanency goal of reunification, guardianship, or permanent placement with relatives (Case Record, Interviews With Caseworker, Child, Foster Parent(s))				
Core Questions	Reunification	Guardianship	Placement With Relatives	
A. What is/was the child's most recent permanency goal?				
			Yes	No
B. Has (or was, if the case is closed) the child been in foster care for at least 12 months since their most recent entry into foster care?				
C. Has the child's permanency goal been achieved? Reviewers need to identify whether the most recent permanency goal was achieved. For example, if the goal is reunification and steps have been taken toward that goal but the child remains in foster care, then the goal has not been achieved.				
C1. If the response to question C is yes, was the goal achieved within 12 months of the child's most recent entry into foster care?				
C2. If the response to question C is no, what are the barriers to achieving the goal? Since this item measures achievement of the permanency goal within 12 months of the child's most recent entry into foster care, reviewers should consider barriers outside the period under review if the child was already in foster care at the onset of the period under review.				
C3. If the response to question C is no, what steps is the agency taking to achieve the goal?				
Exploratory Issues <ul style="list-style-type: none"> What is/was the length of time the child has been in foster care? To what extent has the child's permanency goal been achieved? What was the length of time to achieve the child's permanency goal? What factors positively affected or delayed goal achievement? What are/were the agency's efforts to support the child's permanency goal achievement? 				
Rating for this indicator: (Check one)		Strength		Area Needing Improvement
				Not Applicable
Instruction for Item 8: Reunification, Guardianship, or Permanent Placement With Relatives This item focuses on the achievement of a child's goal of reunification, guardianship, or permanent placement with relatives. Reviewers should review for and note any delays in the child's achievement of the permanency goal and the reasons for those delays. If the response to question B is yes and the goal is not yet achieved, reviewers must provide substantial justification to rate the item as a strength.				
Provide documentation that supports the rating for item 8 <div style="text-align: right; font-style: italic;">(Reviewers may use the additional documentation space on the next page)</div>				



Outcome P1: Children have permanency and stability in their living situations.			
Item 9. Adoption – Complete only for children with a current or most recent permanency goal of adoption (Case Record, Interviews With Caseworker)			
Core Questions	Yes	No	Not Applicable
A. Was the child's adoption finalized within 24 months of the most recent entry into foster care? Reviewers need to identify whether the most recent permanency goal has been achieved. If steps have been taken toward the goal of adoption (for example, termination of parental rights, child placement in a preadoptive home) but the adoption is not finalized, then the goal has not been achieved. Reviewers should check not applicable if the child has not been in foster care for 24 months and has not been adopted.			
<p>A1. If the response to question A is no, what were the barriers to the child's adoption being finalized within 24 months of his/her most recent entry into foster care?</p> <p>Since this item measures achievement of the permanency goal within 24 months of the child's most recent entry into foster care, reviewers should consider barriers outside the period under review if the child was already in foster care at the onset of the period under review.</p>			
B. If the child has been in foster care less than 24 months since the most recent entry into foster care, are steps in place to finalize the adoption within the 24-month timeframe?			
B1. If the response to question B is yes, describe the steps.			
B2. If the response to question B is no, what are the barriers to finalizing the adoption?			
Exploratory Issues			
<ul style="list-style-type: none"> • What length of time has (or was, if the case is closed) the child been in foster care since the most recent entry into foster care? • What is/was the status of planning/efforts to finalize the child's adoption? • Is the child legally free for adoption? • What are/were the efforts to identify an adoptive family or to legally free the child for adoption? • What are/were the barriers to placing the child for adoption? • What are/were the barriers to freeing the child for adoption? 			
Rating for this indicator: (Check one)		Strength	
		Area Needing Improvement	
			Not Applicable
<p>Instruction for Item 9: Adoption</p> <p>This item focuses on the achievement of a child's goal of adoption.</p> <p>Achievement of an adoption goal means finalization of the adoption.</p> <p>Reviewers should note the reasons for delays in the adoption process and the agency's efforts to address the delays.</p> <p>If the response to question A is no, reviewers must provide substantial documentation of agency efforts to finalize the adoption within 24 months in order to rate this item a strength.</p>			
<i>(Continued)</i>			

Provide documentation that supports the rating for item 9

Outcome P1: Children have permanency and stability in their living situations.				
Item 10. Permanency Goal of Other Planned Permanent Living Arrangement – Complete only for children with a current or most recent permanency goal of emancipation or a planned permanent living arrangement other than adoption, guardianship, or return to family (Case Record, Interviews With Caseworker, Foster Parent(s), Child, and Parent(s))				
Core Questions		Emancipation	Other Planned Living Arrangement (Specify)	
A. What is the child's permanency goal?				
			Yes	No
B. Has/was the goal been achieved? Reviewers need to identify whether the most recent permanency goal has been achieved. For example, if the goal is emancipation and steps have been taken toward the goal (for example, referral to an independent living program) but the child remains in foster care, then the goal has not been achieved.				
B1. If the response to question B is no, what are the barriers to achieving the goal? Reviewers need to identify whether the goal has been addressed. If the goal is emancipation and steps have been taken toward the goal (for example, referral to independent living program) but the child remains in foster care, then the goal has not been achieved.				
			Yes	No
C. Have other, more permanent goals been considered and appropriately ruled out for the child? Reviewers should explore the reasons why other permanency goals were not considered and/or ruled out.				
D. Are/were services being provided to help the child achieve the goal of another planned living arrangement (including independent living services, if appropriate)?				
Exploratory Issues <ul style="list-style-type: none"> • What factors were considered in determining the goal? • What were the reasons this goal was selected rather than legal guardianship or adoption? • How does/did the agency review the goal for continued appropriateness since the goal was initially established? • What factors are/were affecting or delaying goal achievement? • What are/were the agency's efforts to achieve the permanency goal? 				
Rating for this indicator: (Check one)		<input type="checkbox"/>	Strength	<input type="checkbox"/>
		<input type="checkbox"/>	Area Needing Improvement	<input type="checkbox"/>
		<input type="checkbox"/>	Not Applicable	
Instructions for Item 10: Permanency Goal of Other Planned Permanent Living Arrangement This item focuses on the achievement of a child's permanency goal of "other planned living arrangement" and includes children with a goal of emancipation for whom independent living services are appropriate.				
<i>(Instructions continue on the next page)</i>				

This item should be completed only for children with a permanency goal of a planned living arrangement other than adoption, guardianship, or return to family. If the child does not have a permanency goal of other planned living arrangement, this item should be rated as not applicable.

This item is used, in part, to determine whether the State agency is in substantial conformity with Adoption and Safe Families Act (ASFA) requirements that services be provided to assist children to attain permanency in their living arrangements.

Reviewers should review for and note any delays in the child's achievement of the permanency goal and the reasons for those delays.

Reviewers should consider whether independent living services are being provided consistent with the child's goal.

Reviewers should examine the appropriateness of a goal that ultimately rules out adoption, guardianship, or return to family. Reviewers must assess whether the child's best interests were thoroughly considered by the State agency in setting a goal of other planned living arrangement, and that such a decision is/was continually reviewed for ongoing appropriateness.

Provide documentation that supports the rating for item 10

DISCUSSION OF PERMANENCY OUTCOME #1

Outcome P1: Children have permanency and stability in their living situations.

Check the level of outcome achievement that best describes the extent to which this outcome is being or has been achieved, based on the case record reviews and interviews. In the box, provide documentation that supports the level of outcome achievement selected for each item.

Level of Outcome Achievement

- ☐ Substantially Achieved: Item 7 and the relevant item (8, 9, or 10) rated for this case must be rated as strengths, and at least one of items 5 and 6 (if applicable) must be rated as a strength. (If the State is using concurrent planning for the case being reviewed and, therefore, the reviewer rated two of the relevant items [8 and 9, 8 and 10, or 9 and 10], then both must be rated as strengths.)
- ☐ Partially Achieved: Item 7 and the relevant item (8, 9, or 10) are rated strengths, but both items 5 and 6 (if applicable) are rated as areas needing improvement, *or* either Item 7 or the relevant item (8, 9, or 10) is rated an area needing improvement.
- ☐ Not Achieved: All of the applicable items are rated as areas needing improvement (disregard items rated as not applicable).
- ☐ Not Applicable: All of the items are rated as not applicable.

Instructions for Permanency Outcome #1

Reviewers should clearly record the link between their ratings and all items in this outcome section (5–10).

For example, “Permanency Outcome #1 was substantially achieved because the agency filed a termination of parental rights within 15 months of the child coming into care. The last foster placement was stable, despite the child experiencing four previous foster care re-entries. The child’s permanency goal is appropriately matched to his needs, and his adoption goal was achieved within 24 months of coming into care.”

Provide a summary of the documentation that supports the rating for items 5, 6, 7, 8, 9, and 10

Outcome P2: The continuity of family relationships and connections is preserved for children.

Item 11. Proximity of Foster Care Placement (Case Records, Interviews With Caseworker, Parent(s))

Core Questions	Same Community	Same County	Out of County	Out of State		Not Applicable
A. What is/was the proximity of the child’s current or most recent placement to their parents? Reviewers should check not applicable when: (1) the parents’ whereabouts are unknown despite agency efforts to locate them; (2) the parents are deceased; or (3) parental rights are terminated with no planned involvement of the parents in case planning or case goals. If the child is in a pre-adoptive home, the response to question A is based on proximity to the birth parents.						
				Yes	No	Not Applicable
B. For children placed outside of the community, county, or State of their parents’ residence, is/was the reason for the location of the placement clearly related to helping the child achieve his/her case plan goals? Reviewers should check not applicable if the child is not placed outside the community, county, or State of their parents’ residence. Reviewers should consider all placement settings during the period under review. Reviewers should check no if a placement outside the community is/was made because there were no existing placement resources in the community. However, reviewers may check yes if the placement is/was made outside the community in order to provide a temporary specialized service/environment for the child where it is unreasonable to expect that such specialized services would be offered in the child’s community. If a child is in an adoptive or pre-adoptive placement outside of the community or county of his/her parent’s residence and the location of the placement relates to achievement of the adoption goal, then reviewers should check yes.						
C. For children placed outside the State during the period under review, is/was the child visited at least every 12 months by a caseworker of the supervising agency and a report filed with the agency holding custody? Reviewers should check not applicable if the child is/was not placed outside the State. Reviewers should note that this question addresses the Federal visitation requirement that when a child is placed outside the State, the sending State should inquire about the supervision of the placement by the receiving State.						

Exploratory Issues

- What is/was the location of the child's placement?
- Which parent is/was working with the agency and most likely to be reunified with child?
- What are/were the reasons for the child's placement settings?
- How does/did the placement location support or inhibit achieving the child's case plan goals?
- What is/was the impact of placement location on maintaining important family and community connections?

Rating for this indicator: (Check one)

Strength

Area Needing Improvement

Not Applicable

Instructions for Item 11: Proximity of Foster Care Placement

This item focuses on the proximity of a child's placement to the community in which the child's parent(s) reside.

(Instructions continue on the next page)

This item pertains to all children, including those whose parents' rights have been terminated and children who are in adoptive placements.

Reviewers should respond to question A in this item using the child's current placement setting or the most recent foster care placement if the child has been discharged from foster care, and respond to questions B and C based on all placement settings during the period under review

If the child's parents are/were living separately, reviewers must determine which parent is/was the most involved in case planning and is/was most likely to be reunified with the child and then base decisions on the location of that parent's residence.

Reviewers will need to determine whether the child is/was placed in the same community or outside the community in which the primary parent (as determined above) resides. In making this determination, reviewers should consider the following: (1) identifiable neighborhoods, (2) school districts, (3) the actual distance between the parent's home and the placement, and (4) the general accessibility of the child in placement to family and other social institutions familiar to the child.

Reviewers should note when a child is placed outside the community for specific purposes such as meeting the individualized needs of the child or keeping the child in closer contact with the family than a same-community placement would allow.

Reviewers should check not applicable when (1) the parents' whereabouts are unknown despite agency efforts to locate them; (2) the parents are deceased; or (3) parental rights are terminated with no planned involvement of the parents in case planning or case goals.

Provide documentation that supports the rating for item 11

Outcome P2: The continuity of family relationships and connections is preserved for children.

Item 12. Placement With Siblings (Case Records and Interviews)

Core Questions	Placed With All Siblings Who Are in Foster Care	Placed With One or More Siblings Who Are in Foster Care	Placed Apart From All Siblings Who Are in Foster Care	Not Applicable
A. Is/was the child placed with siblings who also are/were in foster care? Reviewers should check not applicable if there are/were no siblings in foster care.				
		Yes	No	Not Applicable
B. If the child is/was not placed with all of his/her siblings who are/were in foster care, is there clear evidence that separation is/was necessary to meet the needs of the children? Reviewers should check not applicable if there are no siblings in foster care.				

Exploratory Issues

- What efforts did the agency make to place siblings together?
- What are/were the reasons siblings are/were not placed together, if applicable?
- What is/was the history of siblings' placement together, including reasons for separations?

Rating for this indicator: (Check one)		Strength		Area Needing Improvement		Not Applicable
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Instructions for Item 12: Placement With Siblings

This item attempts to distinguish the extent to which siblings are separated because of factors such as the availability of resources or disrupted placements rather than circumstances in which siblings' individual needs can be met only in separate placements.

Reviewers should consider siblings who also are in foster care and with whom the child lived prior to foster care placement or with whom the child would be expected to live if the child was not in foster care.

Reviewers should rate this item for the period under review.

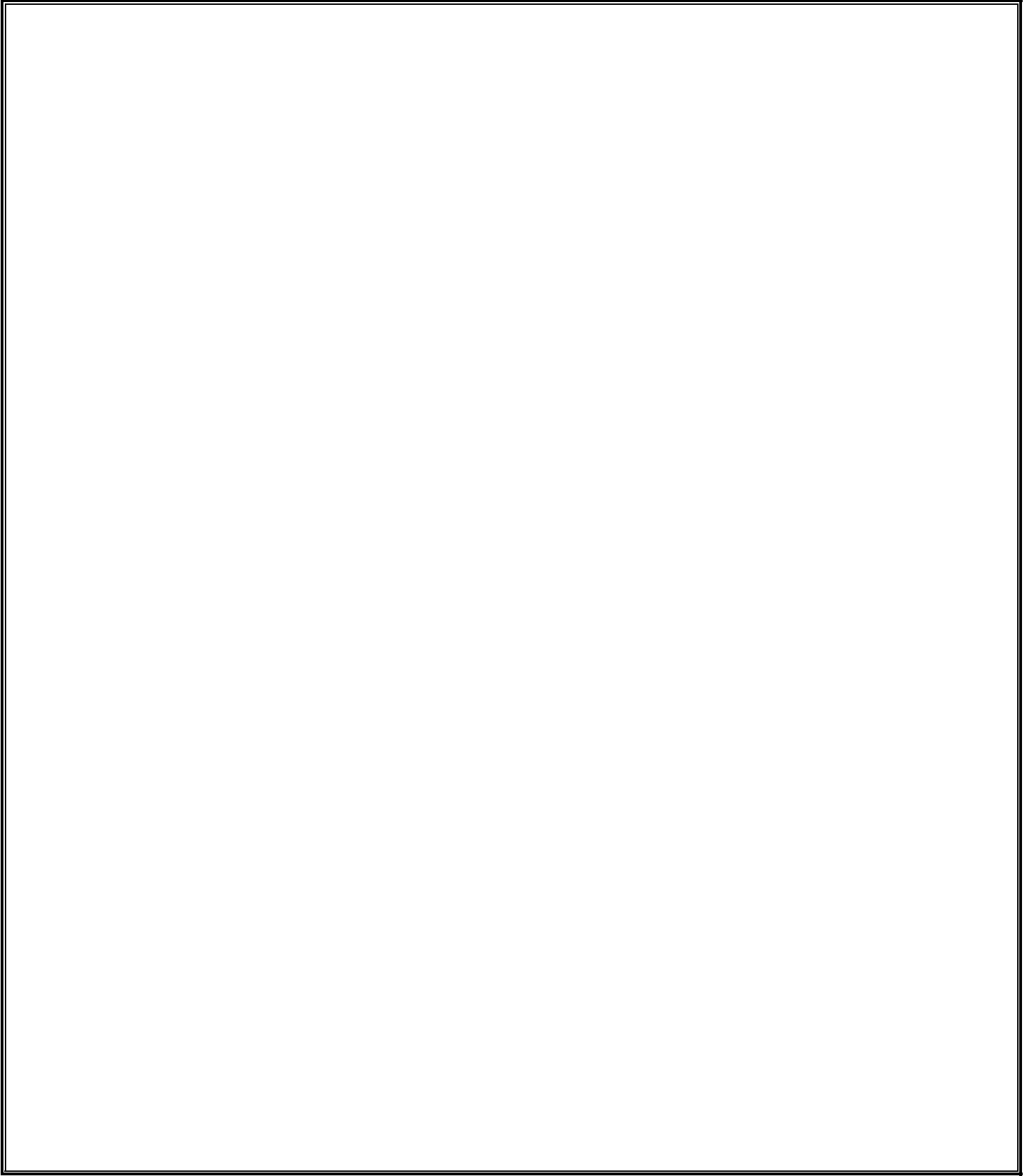
Reviewers may rate this item as a strength when siblings are not placed together to ensure the best interests of the child(ren). Examples include (1) when there is/was a large sibling group placed with two different relatives and they maintain close, regular contact; (2) when one child is/was in an alternative placement to receive needed therapeutic services with the plan to return that child to the placement with siblings; or (3) when one sibling is/was perpetrating abuse on another.

Reviewers should rate this item as an area needing improvement if siblings are/were placed separately due to the lack of placement resources.

If a brief separation is/was necessary to meet the needs of one sibling, reviewers should consider the efforts of the agency to reunite the siblings as appropriate.

Provide documentation that supports the rating for item 12

(Reviewers may use the additional documentation space on the next page)



Outcome P2: The continuity of family relationships and connections is preserved for children.

Item 13. Visiting With Parents and Siblings in Foster Care (Case Records, Interviews With Caseworker, Parent(s))

Core Questions		Weekly	Bi-weekly	Monthly	Less Than Monthly	No Visits	Not Applicable
A. What is/was the most typical pattern of visitation between the child and parents? Reviewers should check not applicable if contact with parents has been/was determined to be contrary to the child's safety or best interests.	Mother:						
	Father:						
B. What is/was the most typical pattern of visitation between the child and siblings placed separately in foster care? Reviewers should check not applicable if no siblings are/were placed separately.							
					Yes	No	Not Applicable
C. Are/were there other forms of contact between the child and parents? Reviewers should check not applicable if contact is/was contrary to the child's safety or best interests.							
D. Are/were there other forms of contact between the child and siblings? Reviewers should check not applicable if contact is/was contrary to the child's safety or best interests.							
E. Is/was the frequency of and arrangements for visitation in accordance with State policy? Reviewers should check not applicable if contact is/was contrary to the child's permanency goal.							
<p>F. Describe any efforts made by the agency to promote and support visitation (for example, developing visitation plans, arranging transportation, actively encouraging visits, arranging for flexible meeting locations).</p> <p>Efforts with the mother:</p> <p>Efforts with the father:</p> <p>Efforts with siblings who are placed separately:</p>							
<p>Exploratory Issues</p> <ul style="list-style-type: none"> What are/were the reasons for restrictions or prohibitions on visits? What are/were the reasons for visiting less frequently than weekly? What are/were the agency services/supports to encourage more frequent visiting? What is/was the custody status of the child, including termination of parental rights? 							

(Continued)

Rating for this indicator: (Check one)		Strength		Area Needing Improvement		Not Applicable
<p>Instructions for Item 13: Visiting With Parents and Siblings in Foster Care</p> <p>This item focuses on the child's visitation with parents or siblings while in foster care.</p> <p>Reviewers should determine the most typical visitation pattern in responding to questions in this item. Reviewers also should determine whether other forms of contact are occurring, such as by telephone or mail, and note that visitation patterns may vary over time.</p> <p>Reviewers should rate this item for the period under review based on the individual needs of the child and family, rather than on the State's visiting policy.</p> <p>When reviewers note that visits occur infrequently, they should use the Exploratory Issues to determine whether there are/were barriers to more frequent visiting.</p> <p>For this item, it is important that reviewers explore the reasons for visitation restrictions. If reviewers rate this item not applicable because parental rights have been terminated, this information should be noted.</p> <p>Reviewers should explain the circumstances under which visiting is contrary to the child's safety or best interests, such as that visiting would present an unmanageable risk of harm to the child; the child is to be adopted and continued contact with parents is impossible or would be harmful to the child; or the parents' whereabouts are unknown despite diligent agency efforts to locate and engage the parents.</p> <p>Reviewers should note that visitation with parents may still be appropriate following a termination of parental rights (for example, in cases of an open adoption, or placement with relatives).</p>						
<p>Provide documentation that supports the rating for item 13</p>						

Outcome P2: The continuity of family relationships and connections is preserved for children.

Item 14. Preserving Connections (Interviews With Caseworker, Parent(s), Foster Parent(s), Child)

Core Questions	Significantly	Partially	Not at All
A. Are/were the primary connections and characteristics of the child being preserved in the foster care placement? Reviewers need to make a professional judgment about the child's primary connections and then explore if those connections have been/were preserved through case planning and service delivery.			
	Yes	No	Not Applicable
B. If the child is Native American are/were his/her interests being addressed through <ul style="list-style-type: none"> – Timely notification of the tribe? – Placement with the child's extended family or tribe ? Reviewers should check not applicable if the child is not a member of, or eligible for membership in, a federally recognized Indian tribe in accordance with the Indian Child Welfare Act (ICWA).			

Exploratory Issues

- What are/were the primary connections of the child to his/her neighborhood, community, faith, family, friends?
- What are/were the unique characteristics of the family and child, including language, religion, values and beliefs, traditions, background?
- How are/were the primary connections addressed in the agency's work with the family and child?
- How does/did the foster care provider support the child's connections?
- Is the child Native American?
- Did the agency determine whether a child who is Native American is a member of, or eligible for, membership in a federally recognized Indian tribe?
- How did the agency work with the tribe regarding ICWA issues if the child is a member of, or eligible for, membership in a federally recognized tribe?

Rating for this indicator: (Check one)	Strength	Area Needing Improvement	Not Applicable
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Instructions for Item 14: Preserving Connections

This item focuses on the preservation of the child's primary connections, including their relationship with previous foster families, schools, friends, communities, tribes/tribal customs, religion/religious observances.

Reviewers should determine whether the child's primary connections are/were preserved during the foster care placement(s) for the entire period under review.

Reviewers should note the following definitions when responding to this item:

- "Connections" refer to ties with family members and other related or nonrelated individuals with whom the child in foster care has/had a significant, positive relationship before entering foster care.
- "Characteristics" of the child refer to positive aspects of the values, beliefs, religion, language, traditions, and other factors that distinguish the identity of the child and the child's family.

(Instructions continue on the next page)

Reviewers should note that ICWA requires that (1) in the absence of good cause, the State give placement preference to members of the Native American child's extended family; and (2) the State provide Indian tribes with timely notice of a Native American child's involvement in an involuntary court proceeding. Reviewers should consider State procedures and laws that govern placement preferences for Native American children and timely notice to Indian tribes.

Provide documentation that supports the rating for item 14

Outcome P2: The continuity of family relationships and connections is preserved for children.

Item 15. Relative Placement (Case Record, Interviews With Caseworker, Child's Caretaker, Parent(s))

Core Questions	Yes	No	Not Applicable
A. Is/was the child in foster care placed with relatives?			
A1. If the response to question A is no, state the reason:			
	Yes	No	Not Applicable
B. For children not placed with relatives, were relatives considered for placement of the child?			
<p>Reviewers must focus on the title IV-E provision that requires States to consider giving preference to placing the child with relatives, and determine whether the State considered such a placement and how (for example, seeking out and evaluating the child's relatives). Relatives include non-custodial parents, such as fathers not in the home, if applicable to the case. Reviewers should check not applicable if the child is placed with relatives.</p> <p>Reviewers must determine the extent to which the agency identified relatives who had some reasonable degree of relationship with the child and with whom the child might reside. There does not need to be in the case record a formal evaluation of relatives with whom the child might reside, but for reviewers to answer yes to 15-B, there does need to be evidence, either through the case documentation or the case interviews, that relatives were evaluated and considered.</p>			
	Yes	No	Not Applicable
B1. Were both maternal and paternal relatives identified and considered as placement resources?			
<p>Reviewers should check not applicable if relatives were unable to be identified despite the agency's diligent efforts to do so, or in situations such as abandonment where the identity of the parents and relatives remains unknown despite efforts to identify them.</p>			

Exploratory Issues

- Was the agency timely in identifying and evaluating relatives?
- Was the non-custodial parent considered as a placement resource before considering other relatives?
- Were maternal and paternal relatives sought out and evaluated?
- Did relatives continue to be assessed as placement resources throughout the life of the case?
- What were the reasons relatives were not evaluated, if applicable?
- What were the reasons relatives were not used for placement, if applicable?

Rating for this indicator: (Check one)		Strength		Area Needing Improvement		Not Applicable
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Instructions for Item 15: Relative Placement

This item focuses on placement of children with relatives, when possible.

(Instructions continue on the next page)

Reviewers should check yes to question B under the following circumstances: (1) if relatives were identified and evaluated before the period under review, for example when the child entered foster care, or (2) if relatives were not identified and considered before the period under review, but were during the period under review.

Reviewers should determine through case record review or interviews whether relatives were identified and considered as a placement resource for the child. They also should note the reason(s) for the child not being placed with a relative who was considered.

Provide documentation that supports the rating for item 15

Outcome P2: The continuity of family relationships and connections is preserved for children.

Item 16. Relationship of Child in Care With Parents (Interviews With Child, Parent(s), Foster Parent(s), Service Provider)

Core Questions		Yes	No	Not Applicable
A. Is/was there evidence of a strong, emotionally supportive relationship between the child in foster care and the child's parent(s) during the period under review? Reviewers should check not applicable if such a relationship is contrary to the child's safety or best interests.	Mother:			
	Father:			
B. Where appropriate, has the agency made efforts to promote or maintain a strong, emotionally supportive relationship between the child in foster care and the child's parent(s)? Reviewers should check not applicable if such efforts are/were not appropriate based on the child's safety or best interests, for example, serious indicated abuse. Reviewers should not assume, however, that an emotionally supportive relationship between the parent(s) and child is inappropriate simply because the child is in foster care and/or was maltreated by the parent(s). If reviewers check yes, they must note below the specific information showing how the State is/was supporting positive relationships between the child and parent(s).	Mother:			
	Father:			
C. Were visits and other contacts between the child and his/her parents/family members planned and carried out in a manner that supports the parent/family/child relationship?				

D. If the response to question A, B, or C is no, specify the reason(s):

Exploratory Issues

- What is/was the nature of the child's relationship with his/her mother?
- What is/was the nature of the child's relationship with his/her father?
- What is/was the nature of the current relationship from the child's and parents' perspectives?
- What are/were the factors affecting the child/parent relationship?
- What are/were the agency's efforts to support parental participation in activities with the child, for example, school functions and special occasions?
- What are/were the agency's efforts to support the parents' involvement in decision-making regarding the child's needs and activities?
- What are/were the agency's efforts to support a positive relationship between the child and parents?
- What is/was the quality of visits between the child and parents?

Rating for this indicator: (Check one)		Strength		Area Needing Improvement		Not Applicable
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Instructions for Item 16: Relationship of Child in Care With Parents

This item focuses on the nature of the parent-child relationship during the period under review and requires that reviewers make professional qualitative judgments.

(Instructions continue on the next page)

Reviewers can best make those judgments by considering the following when evaluating the parent-child relationship: (1) the child's and parents' expressed feelings toward each other, (2) evidence of sustained attachment throughout the placement, (3) the level of ongoing involvement of the parent(s) in the child's life during the placement, (4) the level of support the parent is/was able to give the child in care, and (5) the extent to which the integrity of the parent-child relationship is/was maintained.

Reviewers should consider what has occurred in the case during the period under review, while noting the circumstances during the life of a case. For example, if the relationship between the child and parent(s) currently is contrary to the child's safety or best interests, reviewers should rate question 16A as not applicable; they could, however, still check yes for question 16B because the agency previously made appropriate efforts to promote a supportive relationship between the child and parents.

If there is/was no evidence of a supportive parent-child relationship, reviewers should explore and note in the documentation section below the reasons, for example, "parents' whereabouts unknown."

Reviewers should rate this item as not applicable if a relationship with the child's parent(s) is contrary to the child's safety or best interests.

Provide documentation that supports the rating for item 16

DISCUSSION OF PERMANENCY OUTCOME #2

Outcome P2: The continuity of family relationships and connections is preserved for children.

Check the level of outcome achievement that best describes the extent to which this outcome is being or has been achieved, based on the case record reviews and interviews. In the box below, provide documentation that supports the level of outcome achievement selected for each item.

Level of Outcome Achievement

- ☐ Substantially Achieved: No more than one of the applicable items for this outcome is rated as an area needing improvement (disregard items rated as not applicable).
- ☐ Partially Achieved: Two or more (but not all) of the applicable items are rated as areas needing improvement.
- ☐ Not Achieved: All of the applicable items for this outcome are rated as areas needing improvement (disregard items rated as not applicable).
- ☐ Not Applicable: All of the items are rated as not applicable.

Instructions for Permanency Outcome #2:

Reviewers should clearly record the link between their ratings and items 11–16 by providing supporting information.

For example: "Permanency Outcome #2 is substantially achieved because the child is placed in close proximity to his parents, extended family, and neighborhood. Regular visitation with his parents and sibling has been facilitated by the agency. Relatives were assessed for placement, but not approved."

Provide a summary of the documentation that supports the rating for items 11, 12, 13, 14, 15, and 16

SECTION III: CHILD AND FAMILY WELL-BEING

Outcome WB1: Families have enhanced capacity to provide for their children's needs.

Item 17. Needs and Services of Child, Parents, Foster Parents (Case Record, Interviews With Caseworker, Child, Parent(s), Foster Parent(s), Services Providers)

Core Questions	Yes	No	Not Applicable
A. Assessment of Needs: Indicate in questions A1–A3 below whether the needs of the child(ren), parents, and foster parents, related to safety, permanency, and well-being, were adequately assessed and identified (provide details in the chart on the next page). Reviewers should view assessment as an ongoing process. It is reasonable to expect that an initial assessment occurred before the period under review, with ongoing assessments occurring throughout the period under review.			
A1. The child(ren).			
A2. The child(ren)'s parents. Reviewers should check not applicable if service(s) to the parent(s) are/were contrary to the child's safety or best interests, for example, if the parent(s) are no longer involved in case planning, such as when the parents' rights have been terminated and the agency has made a decision not to work with the parents. If the child is in a pre-adoptive home, with termination of parental rights or relinquishment for adoption has been achieved, reviewers should consider the adoptive parents as the parents. If the child is placed with a relative or legal guardian with whom he/she will remain, the caretaker should be considered as the parent.			
A3. The child's foster parents. Reviewers should check not applicable if the child is/was not in foster care.			
A4. Describe the process the agency used to assess the needs of the child(ren), parents, and foster parents. The needs of foster parents refer to what they need to provide appropriate care and supervision to the child in their home.			
A5. List in the chart below any needs related to safety, permanency, and well-being in this case that were not identified during the assessment process but became apparent during the case record review or in case-related interviews.			
	Yes	No	Not Applicable
B. Provision of Services: Indicate in questions B1–B3 below whether the identified needs of the child(ren), parents, and foster parents were addressed through appropriate services, including community-based family support services, family preservation services, time-limited family reunification services, and adoption promotion and support services, as appropriate (provide details in the chart on the next page).			
B1. The child(ren) (for example, independent living services for children in foster care who are 16 years and older).			
B2. The child(ren)'s parents. Reviewers should check not applicable if services to parents are/were contrary to the child(ren)'s safety or best interests (for example, if the parents are/were no longer involved in case planning, such as when the parents' rights have been terminated and the agency has made a decision not to work with the parents) If the child is in a pre-adoptive home, and termination of parental rights or relinquishment for adoption has been achieved, reviewers should consider the adoptive parents as the parents. If the child is			

(Continued)

	Yes	No	Not Applicable	
placed with a relative or legal guardian with whom he/she will remain, the caretaker should be considered as the parent.				
B3. The child's foster parent. Reviewers should check not applicable if the child is/was not placed in foster care. The needs of foster parents refer to what they need to provide appropriate care and supervision to the child in their home.				
B4. List in the chart below any services that were not provided for which a need was identified in questions A1, A2, and A3, or services that were not provided relevant to needs identified in item A5.				
Exploratory Issues <ul style="list-style-type: none"> What type of assessment process was used to identify needs (for example, a psychological evaluation and/or discussions with relevant parties)? How adequate was the assessment in covering all relevant areas and in identifying needs? What are/were the underlying needs associated with more obvious needs or presenting problems? What services have been/are being provided in relation to current needs? How appropriate are/were the services provided in relation to the identified needs? How accessible and available are/were services (for example, location, schedule, cost)? To what degree are/were the services provided meeting the identified needs? How accessible to foster parents is/was the case worker? How appropriate is/was the child's placement setting (for example, family-like and suited to the child's needs)? What types of independent living and transitional living services are/were provided for children 16 years and older? 				
Rating for this indicator: (Check one)	<input type="checkbox"/>	Strength	<input type="checkbox"/>	
		Area Needing Improvement	<input type="checkbox"/>	
			Not Applicable	
Assessment of Needs/Provision of Services Chart				
	Identified Needs	Services Provided	Unidentified Needs	Services Needed/ Not Provided
Child(ren)				
Parents				
Foster Parents				
Instructions for Item 17: Needs and Services of Child, Parents, Foster Parents This item focuses on the needs and services of the child, parents, and foster parents Reviewers should use the chart above as a work space for recording needs and services for Items A1, A2, A3, A5, and B4. Reviewers should rate this item for the period under review, although in responding to questions A1–A5, reviewers should consider initial assessments of needs that were conducted outside the period under review, and ongoing assessments during the period under review. <i>(Instructions continue on the next page)</i>				

Reviewers should examine if the needs and services are addressed for some of the children in the family but not others and consider this information when rating this item. Reviewers should consider which members of the family are/were in the identified service unit and whether or not it is reasonable to expect that they should receive services.

If the child is in foster care, item 17 applies to that specific child only. If the instrument is being completed for a family receiving inhome services, then item 17 applies to all children in the family who are receiving agency services or are/were residing within the family.

Reviewers must determine whether the agency identified the individual needs of the child(ren) and family in relation to the case goals or the agency's involvement with them.

Reviewers should note in particular whether the following services are/were needed and provided: (1) community-based family support services, (2) family preservation services, (3) time-limited family reunification services, and (4) adoption promotion and support services.

Reviewers should take special care to note whether the services provided are/were appropriately matched to the identified needs. For example, if the agency identified the need to address parental substance abuse, reviewers should explore whether substance abuse assessment, prevention, education, or treatment services are/were provided.

Reviewers also should explore the accessibility and availability of services being provided (for example, location and schedule).

Assessment of needs may take different forms (for example, a psychological or social evaluation conducted by another agency or by contract purchase). Reviewers also may find evidence during interviews with caseworkers or service providers that identifiable efforts were made to assess needs through the case planning process (using a process other than formal assessment) and the caseworker has an indepth understanding of the needs of the child and family upon which to base the case plan.

Provide documentation that supports the rating for item 17

Outcome WB1: Families have enhanced capacity to provide for their children's needs.

Item 18. Child and Family Involvement in Case Planning (Interviews With Case Worker, Parent(s), Child, Service Providers)

Core Questions	Yes	No	Not Applicable
<p>A. Indicate in questions A1–A3 below whether the agency actively involved the parent(s) or guardian and child(ren) in the case planning activities relevant to the current case plan. To determine the level of participation by parents and children, reviewers should identify the specific activities in which they have input or involvement. These might include, for example: (1) identifying strengths and needs, (2) requesting services and service providers, (3) establishing goals in case plans, (4) evaluating progress toward goals, and (5) attending case planning meetings.</p> <p>Reviewers also should identify barriers to child and parent participation in the case planning process.</p> <p>Reviewers should thoroughly explore specific case planning activities open to child and parent participation and not assume that a parent's signature on a case plan signifies involvement. Moreover, reviewers should explore how the agency engaged the child and parent and in what specific activities.</p>			
A1. Child(ren). Reviewers should check not applicable if the child(ren) is not old enough or is incapacitated. Reviewers will need to determine the ability of the child(ren) to participate actively in case planning activities. This capacity will vary among children; however, most school-age children can be expected to participate to some extent if they are verbal and understand most of the events occurring in their lives.			
A2. Mother. Reviewers should check not applicable if the mother's involvement was determined to be contrary to the child's safety or best interests. Reviewers should consider pre-adoptive parents or permanent relative or guardian caretakers as "parents."			
A3. Father. Reviewers should check not applicable if the father's involvement was determined to be contrary to the child's safety or best interests. Reviewers should consider pre-adoptive parents or permanent relative or guardian caretakers as "parents."			
<p>A4. Describe the family's and child(ren)'s involvement in case planning</p> <p>Child(ren):</p> <p>Mother:</p> <p>Father:</p>			
	Yes	No	Not Applicable
B. Was the input of the family and child(ren) actively considered in the development of the case plan?			
C. Are/were procedural safeguards in place with respect to parental rights pertaining to the removal of children from home, changes in placements, and visiting privileges? Reviewers should check not applicable if the child is/was not placed in foster care.			

(Continued)

Exploratory Issues

- Is/was a current case plan on file for the child/family?
- Was the input of the family/child considered and addressed in case plans?
- What is/was the family/child involvement in identifying needs and services, establishing goals, and evaluating progress?
- What are/were the reasons for their noninvolvement, if applicable?
- Were/are parents notified when a child is moved or changes are made in visiting plans or case plans?

Rating for this indicator: (Check one)**Strength****Area Needing Improvement****Not Applicable****Instructions for Item 18: Child and Family Involvement in Case Planning**

This item focuses on the agency's efforts to involve the child(ren) and parent(s) in case planning activities.

If the child is/was in foster care, item 18 applies to that specific child only. If the instrument is being completed for a family receiving inhome services, then item 18 applies to all children in the family who are/were receiving agency services or are/were residing within the family.

For inhome cases, reviewers should assess whether the primary service recipients in the family have been/were involved in the case plan development. Reviewers should note that State policies regarding requirements for case plans for inhome service cases may vary and there may not be a requirement to have an identifiable written case plan in the record. In those instances, reviewers should determine the extent to which the appropriate family members have been/were involved in determining the following: (1) their strengths and needs, (2) the type and level of services needed, and (3) their goals and their progress.

If the original case plan was developed before the period under review and the goals remain the same, reviewers should consider the agency's attempts to involve the parent(s) in developing that case plan and also in the ongoing case planning activities that occurred during the period under review, such as updating and evaluating case plans or developing new plans.

Reviewers should rate this item as an area needing improvement if a case plan was not completed.

Provide documentation that supports the rating for item 18

Outcome WB1: Families have enhanced capacity to provide for their children's needs.

Item 19. Worker Visits With Child (Case Record, Interviews With Caseworker, Child, Foster Parent(s))

Core Questions	Weekly	Bi-weekly	Monthly	Less Than Monthly
A. What has been/was the most typical pattern of visitation between the caseworker or other responsible party and the child(ren) during the period under review (other responsible party refers to contracted service providers who maintain total responsibility for case planning and case management)?				
		Yes	No	Not Applicable
B. When visits are/were occurring less frequently than monthly is/was the frequency of visits consistent with the needs of the child(ren)? Reviewers should check not applicable when visits are/were occurring at least monthly.				
C. Do/did the visits between the caseworker or other responsible party and the child(ren) focus on issues pertinent to case planning, service delivery, and goal attainment?				

Exploratory Issues

- What is/was the child's need for contacts with the worker?
- Who is/was the party responsible for maintaining visits?
- What are/were the quality and substance of visits (for example, duration, activities, nature of discussions, planned vs. unplanned visits)?
- What is/was the location of visits?
- What is/was the frequency and consistency of visits?
- What are/were the factors affecting frequency of visits?
- What are/were the reasons for infrequent visiting, if applicable?

Rating for this indicator: (Check one)		Strength		Area Needing Improvement		Not Applicable
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Instructions for Item 19: Worker Visits With Child (Case Record, Interviews With Caseworker, Child, Foster Parents)

This item focuses on worker visits with the child.

Visits are defined as face-to-face contacts between the worker and child.

If the child is/was in foster care, item 19 applies to that specific child only. If the instrument is being completed for a family receiving inhome services, then item 19 applies to all children in the family who are/were receiving agency services or are/were residing within the family.

Reviewers should determine the most typical pattern of visiting since the actual frequency may vary for different time periods.

When reviewers note that visits occur infrequently, they should use the exploratory issues to determine barriers to more frequent visiting.

Reviewers should consider agency policies regarding visitation frequency when addressing this item. However, if the needs of the child(ren) indicate that more frequent contact with the worker is necessary than agency policy requires, reviewers should rate the item based on the child(ren)'s needs. Reviewers should rate this item an area needing improvement if there is/was less frequent visiting than needed by the child(ren) or required by agency policy, even if the agency makes an exception to its visiting requirements due to workload or other issues.

(Continued)

Provide documentation that supports the rating for item 19

Outcome WB1: Families have enhanced capacity to provide for their children's needs.

Item 20. Worker Visits With Parent(s) (Case Record, Interviews With Caseworker, Parent(s), Foster Parent(s))

Core Questions		Weekly	Bi-weekly	Monthly	Less Than Monthly	Not Applicable
<p>A. What is/was the most typical pattern of visitation between the caseworker or other responsible party and the parent(s) during the period under review (other responsible party refers to contracted service providers who maintain total responsibility for case planning and case management)?</p> <p>Reviewers should check not applicable if visiting with parents is contrary to the child(ren)'s safety or best interests and document the reasons below.</p>	Mother:					
	Father:					
				Yes	No	Not Applicable
B. When visits are/were occurring less frequently than monthly, is/was the frequency of visits consistent with the needs of the child(ren)? Reviewers should check not applicable if visits are occurring at least monthly.						
C. Do/did the visits between the caseworker or other responsible party and the parents focus on issues pertinent to case planning, service delivery, and goal attainment?						

Exploratory Issues

- What are/were the parents' needs for contacts with the caseworker?
- Who is/was the party responsible for maintaining visits?
- What are/were the quality and substance of visits (for example, duration, activities, nature of discussions, planned vs. unplanned visits)?
- What is/was the location of visits?
- What are/were the frequency and consistency of visits?
- What are/were the factors affecting frequency of visits?
- What are/were the reasons for infrequent visiting, if applicable?

Rating for this indicator: (Check one)		Strength		Area Needing Improvement		Not Applicable
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Instructions for Item 20: Worker Visits With Parent(s)

This item focuses on worker visits with the parent(s).

Visits are defined as face-to-face contacts between the worker and the parent(s).

If the child is/was in foster care, item 20 applies to that specific child only. If the instrument is being completed for a family receiving inhome services, then item 20 applies to all children in the family who are/were receiving agency services or are/were residing within the family.

(Instructions continue on the next page)

Reviewers should determine the most typical pattern of visiting since the actual frequency may vary for different time periods.

When reviewers note that visits occur infrequently, they should use the exploratory issues to determine the barriers to more frequent visiting.

Reviewers should consider agency policies regarding visitation frequency when addressing this item. However, if the needs of the parent(s) indicate that more frequent contact with the worker is necessary than the agency policy requires, reviewers should rate the item based on the needs of the parent(s). Reviewers should rate this item an area needing improvement if there is/was less frequent visiting than needed by the parent(s) or required by agency policy, even if the agency makes an exception to its visiting requirements due to workload or other issues.

Provide documentation that supports the rating for item 20

DISCUSSION OF CHILD AND FAMILY WELL-BEING OUTCOME #1

Outcome WB1: Families have enhanced capacity to provide for their children's needs.

Check the level of outcome achievement that best describes the extent to which this outcome is being or has been achieved, based on the case record reviews and interviews. In the box, provide documentation that supports the level of outcome achievement selected for each item.

Level of Outcome Achievement

- ☐ Substantially Achieved: Item 17 must be rated as a strength, plus no more than one of the remaining applicable items may be rated as an area needing improvement (disregard items rated as not applicable).
- ☐ Partially Achieved: Item 17 is rated an area needing improvement, or two or more (but not all) of the applicable items are rated as areas needing improvement.
- ☐ Not Achieved: All of the applicable items are rated as areas needing improvement (disregard items rated as not applicable).
- ☐ Not Applicable: All of the items are rated as not applicable.

Instructions for Child and Family Well-Being Outcome #1

Reviewers should clearly record the link between their rating and items 17–20 by providing supporting information. For example, "Well-Being Outcome #1 was partially achieved because the child's need to develop the skills to manage her behavior was not met through appropriate services, and worker contact with the child and parents was sporadic."

Provide a summary of the documentation that supports the rating for items 17, 18, 19, and 20

Outcome WB2: Children receive appropriate services to meet their educational needs.

Item 21. Educational Needs of the Child (Case Record, Interviews With Caseworker, Child, Foster Parent(s), Parent(s))

Core Questions	Yes	No	Not Applicable
A. If the child is/was in foster care, is/was the child enrolled in multiple schools as the result of being placed in foster care? Reviewers should check not applicable if the child is/was not of school age or is/was not in foster care. Only those changes in schools resulting from the child's placement in foster care should be recorded in this item; normal changes, such as the transition from elementary to middle school, should not be noted.			
B. Indicate below whether the child(ren)'s educational needs are/were being addressed.			
B1. Special education classes. Reviewers should check not applicable if there are/were no identified special education needs.			
B2. Services for identified educational needs. Reviewers should check not applicable if no unusual educational needs are/were noted.			
B3. Early intervention for preschool children. Reviewers should check not applicable if early intervention is/was not needed. Early intervention refers to early intervention programs operated by the State's education system for preschool children, infants, and toddlers who have developmental delays.			
B4. Inclusion of school records in the case file. Reviewers should check not applicable if the child is/was not school age or not in foster care.			
B5. Advocacy with the education/school system. Reviewers should check not applicable if there are/were no identified needs or the child is/was not school age. Advocacy refers to efforts by the agency to obtain educational services for the child. This might include, for example, arranging for priority testing for special education or other special placement classes or meeting with school personnel to address the child's performance. This question is applicable whether or not the child is/was in special education.			
B6. Attention to education in case planning. Reviewers should check not applicable if there are/were no identified needs or the child is/was not school age.			
B7. Providing education records to foster parents. Reviewers should check not applicable if the child is/was not in foster care.			

Exploratory Issues

- What are/were the identified educational needs of the child?
- What services are/were being provided to address the child's educational needs?
- What are/were the reasons for changes of school placement, if applicable?
- What testing/evaluation was performed to determine the educational needs of child?
- What is/was the child(ren)'s functioning in school?
- What is/was the appropriateness of services provided related to identified needs?
- What activities are/were performed to address the child(ren)'s educational needs?

(Continued)

Rating for this indicator: (Check one)		Strength		Area Needing Improvement		Not Applicable
<p>Instructions for Item 21: Educational Needs of the Child</p> <p>This item focuses on the educational needs of the child.</p> <p>If the child is/was in foster care, item 21 applies to that specific child only and reviewers should respond to questions A and B. If the instrument is being completed for a family receiving inhome services, item 21 applies to all children in the family who are/were receiving agency services or are residing within the family and reviewers should respond to question B only.</p> <p>When addressing educational issues for families receiving inhome services, reviewers should consider whether the educational needs are/were relevant to the reason why the agency is/was involved with the family, and whether the need to address educational issues is/was a reasonable expectation given the circumstances of the family and the agency's involvement. (If not, reviewers should rate this item not applicable.) For example, if a child became known to the agency and was determined to be in need of inhome services, and the alleged abuse or neglect was affecting the child's school performance or attendance, then it is reasonable to expect the agency to provide services to ensure that the child receives the appropriate educational assessment and services.</p> <p>In cases where the agency has made extensive efforts to address educational needs and the school systems are/were unresponsive, reviewers may rate this item as a strength based on the agency's efforts, especially if the problems are with a local school or jurisdiction.</p> <p>If the agency conducted an assessment of educational issues and determined that there were no problems in that area, nor any need for educational services, reviewers should rate this item as a strength.</p>						
<p>Provide documentation that supports the rating for item 21</p>						

DISCUSSION OF CHILD AND FAMILY WELL-BEING OUTCOME #2

Outcome WB2: Children receive appropriate services to meet their educational needs.

Check the level of outcome achievement that best describes the extent to which this outcome is being or has been achieved, based on the case record reviews and interviews. In the box, provide documentation that supports the level of outcome achievement selected for each item.

Level of Outcome Achievement

- ☐ Substantially Achieved: Item 21 is rated as a strength.
- ☐ Partially Achieved: Item 21 is rated as an area needing improvement, although some components of item 21 are being addressed in a satisfactory manner.
- ☐ Not Achieved: Item 21 is rated as an area needing improvement and none of the components of item 21 are being addressed in a satisfactory manner.
- ☐ Not Applicable: Item 21 is rated as not applicable.

Instructions for Child and Family Well-Being Outcome #2:

Reviewers should clearly record the link between their ratings to item 21, providing supporting information. For example: "Well-Being Outcome #2 is substantially achieved because during the educational case planning, the child was assessed as needing special education services, and has been enrolled in the appropriate classes. The foster parents are maintaining the child's educational records."

Provide a summary of the documentation that supports the rating for item 21

Outcome WB3: Children receive adequate services to meet their physical and mental health needs.

Item 22. Physical Health of the Child (Case Record, Interviews With Caseworker, Child, Foster Parent(s))

Core Questions		Yes	No	Not Applicable
A. If the child is/was in foster care, was an initial health screening (or other medical examination) provided upon the most recent entry into foster care? Health care screening refers to the Early and Periodic Screening, Diagnosis and Treatment (EPSDT) or other comprehensive medical examinations.				
A1 If the response to question A is yes, was the initial health screening provided in accordance with the timeframe specified in the State's guidelines? Reviewers should check not applicable if the child is/was not in foster care or the State does not have guidelines.				
	Significantly	Partially	Not at All	Not Applicable
B. Indicate below whether the child's physical health needs (including followup services) were being addressed in the following way during the period under review. Reviewers should note what those needs are/were and how they are/were being met.				
B1. Preventive health care. Preventive health care refers to both the initial and periodic age-appropriate examinations, and maintenance procedures designed to avoid, detect, and treat health problems.				
B2. Preventive dental care. Preventive dental care refers to both the initial and periodic age-appropriate examinations, and maintenance procedures designed to avoid, detect, and treat dental problems.				
B3. Immunizations.				
B4. Treatment for identified health needs. Reviewers should check not applicable if the initial or subsequent health screen did not identify needs requiring treatment.				
B5. Treatment for identified dental needs. Reviewers should check not applicable if there are/were no identified needs.				
B6. Providing health records to foster parents. Reviewers should check not applicable if the child is/was not in foster care.				

Exploratory Issues

- What are the State's guidelines for the timing of initial health examinations for children entering foster care?
- How are/were comprehensive medical examinations managed (beyond initial screenings)?
- What type of initial screening was received by the child in foster care?
- How recent are/were immunizations?
- What has been/were the frequency of subsequent health screenings and preventive dental care?
- What are/were identified health or dental needs?

(Continued)

- What is/was the treatment of identified health and dental needs?
- What is/has been the agency's method for tracking the medical needs and services of the child(ren)?
- Do/did foster parents (provider) have copies of the child's health records?

Rating for this indicator: (Check one)

Strength

Area Needing Improvement

Not Applicable

Instructions for Item 22: Physical Health of the Child

This item focuses on the physical health of the child.

If the child is/was in foster care, item 22 applies to that specific child only and reviewers should respond to questions A and B. If the instrument is being completed for a family receiving inhome services, item 22 applies to all children in the family who are/were receiving agency services or are/were residing within the family and reviewers should respond to question B only.

Reviewers must determine whether the child has any identified health needs. If this information is not in the case record, reviewers should address this item through interviews with the child, parents, or foster parents.

The primary criteria for rating this item is whether the child's health needs were identified in a timely manner and treated appropriately, if applicable. Reviewers should rate questions A and A1 based on the most recent entry into foster care, even if it occurred before the period under review and rate question B for the period under review.

When addressing health issues for families receiving inhome services, reviewers should consider whether the physical health needs are/were relevant to the reason why the agency is/was involved with the family and whether the need to address physical health issues is/was a reasonable expectation given the circumstances of the family and the agency's involvement. (If not, reviewers should rate this item not applicable.) For example, if a child became known to the agency and was determined to be in need of inhome services at least partly as a result of physical abuse or sexual abuse, then it is reasonable to expect the agency to provide services to ensure that the child receives the appropriate physical health services.

If the agency conducted an assessment of physical health and determined that there were no problems in that area, nor any need for physical health services, reviewers should rate this item as a strength.

Provide documentation that supports the rating for item 22

Outcome WB3: Children receive adequate services to meet their physical and mental health needs.

Item 23. Mental Health of the Child (Interviews With Caseworker, Parent(s), Foster Parent(s), Service Providers)

Core Questions	Yes	No	Not Applicable	
A. If the child is/was in foster care, was an initial mental health screening or assessment provided upon the most recent entry into foster care (or within the timeframe specified in the State's guidelines, if applicable)? Reviewers should check not applicable if the child is not in foster care or if the State has no guidelines and there were no indications that a screening or assessment was needed.				
			Not Applicable	
B. Indicate the assessment or screening method used (for example, a comprehensive mental health evaluation or psychological evaluation). Reviewers should check not applicable if no assessment or screening was done and there were no indications that a screening or assessment was needed, or if the response to question A is not applicable.				
	Significantly	Partially	Not at All	Not Applicable
C. Indicate below whether the agency has addressed the child's mental health needs in the following ways during the period under review. Reviewers should determine whether the child has/had specific mental health needs and, if so, whether services are/were being provided that appropriately address the identified needs.				
C1. Assessment or screening (initial and ongoing, as needed)				
C2. Ongoing treatment for identified needs. Reviewers should check not applicable if the assessment did not identify needs.				

Exploratory Issues

- How were mental health needs assessed at initial agency involvement or upon entering foster care?
- How are/were mental health needs assessed on an ongoing basis?
- What are the current mental health needs?
- What services have been provided for mental health needs, including any followup care identified?
- What is/was the appropriateness of services provided related to the child's identified needs?

Rating for this indicator: (Check one)		Strength		Area Needing Improvement		Not Applicable
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Instructions for Item 23: Mental Health of the Child

This item focuses on the mental health of the child.

If the child is/was in foster care, item 23 applies to that specific child only and reviewers should respond to questions A, B, and C. If the instrument is being completed for a family receiving inhome services, item 23 applies to all children in the family who are/were receiving agency services or are/were residing within the family and reviewers should respond to question C only.

(Instructions continue on the next page)

The primary criteria for rating this Item is whether the child's health needs were identified in a timely manner and treated appropriately, if applicable. Reviewers should rate questions A and B based on the most recent entry into foster care, even if it occurred before the period under review and should rate question C on the basis of the period under review.

When addressing mental health issues for families receiving inhome services, reviewers should consider whether the mental health needs are/were relevant to the reason why the agency is/was involved with the family and whether the need to address mental health issues is/was a reasonable expectation given the circumstances of the family and the agency's involvement. (If not, reviewers should rate this item not applicable.) For example, if a child became known to the agency and was determined to be in need of inhome services at least partly as a result of the child experiencing recurrent episodes of severe depression as a result of some form of maltreatment for which it is reasonable to expect that mental health issues would be involved (such as sexual abuse), then it is reasonable to expect the agency to provide services to ensure that the child receives the appropriate mental health services.

If the agency conducted an assessment of mental health and determined that there were no problems in that area, nor any need for mental health services, reviewers should rate this item as a strength.

DISCUSSION OF CHILD AND FAMILY WELL-BEING OUTCOME #3

Outcome WB3: Children receive adequate services to meet their physical and mental health needs.

Check the level of outcome achievement that best describes the extent to which this outcome is being or has been achieved, based on the case record reviews and interviews. In the box, provide documentation that supports the level of outcome achievement selected for each item.

Level of Outcome Achievement

- ☐ Substantially Achieved: Both applicable items are rated as strengths (disregard items rated as not applicable).
- ☐ Partially Achieved: One of the applicable items is rated as an area needing improvement and one is rated a strength.
- ☐ Not Achieved: All applicable items are rated as areas needing improvement (disregard items rated as not applicable).
- ☐ Not Applicable: Both of the items are rated as not applicable.

Instructions for Child and Family Well-Being Outcome #3:

Reviewers should clearly record the link between their ratings and items 22 and 23, providing supporting information. For example, "Well-Being Outcome #3 is partially achieved because the child has unmet treatment needs in the areas of health and dental care. The child needs to see a specialist for asthma and requires specialized orthodontic work; the foster parents cannot find a local provider who accepts Medicaid so treatment has been delayed. The child's need to deal with separation from family is being met through counseling services at the local mental health clinic."

Provide a summary of the documentation that supports the rating for items 22 and 23

Case Rating Summary

Check the nonshaded box for each outcome and performance item that corresponds to the rating assigned by the reviewer.

Outcome or Performance Item	Perf. Item Ratings			Outcome Ratings			
	Strength	Area Needing Improve- ment	N/A*	Substan- tially Achieved	Partially Achieved	Not Achieved	N/A*
Outcome S1: Children are, first and foremost, protected from abuse and neglect.							
Item 1: Timeliness of initiating investigations of reports of child maltreatment							
Item 2: Repeat maltreatment							
Outcome S2: Children are safely maintained in their homes whenever possible and appropriate.							
Item 3: Services to family to protect child(ren) in home and prevent removal							
Item 4: Risk of harm to child(ren)							
Outcome P1: Children have permanency and stability in their living situations.							
Item 5: Foster care re-entries							
Item 6: Stability of foster care placement							
Item 7: Permanency goal for child							
Item 8: Reunification, guardianship, or permanent placement with relatives							
Item 9: Adoption							
Item 10: Permanency goal of other planned permanent living arrangement							
Outcome P2: The continuity of family relationships and connections is preserved for children.							
Item 11: Proximity of foster care placement							
Item 12: Placement with siblings							
Item 13: Visiting with parents and siblings in foster care							
Item 14: Preserving connections							
Item 15: Relative placement							
Item 16: Relationship of child in care with parents							
Outcome WB1: Families have enhanced capacity to provide for their children's needs.							
Item 17: Needs and services of child, parents, foster parents							
Item 18: Child and family involvement in case planning							
Item 19: Worker visits with child							
Item 20: Worker visits with parent(s)							
Outcome WB2: Children receive appropriate services to meet their educational needs.							
Item 21: Educational needs of the child							
Outcome WB3: Children receive adequate services to meet their physical and mental health needs.							
Item 22: Physical health of the child							
Item 23: Mental health of the child							

*Note: N/A indicates not applicable.